



**Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141**

Phone: 503-842-2472

Fax: 503-842-3445

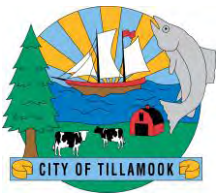
**Public Meeting Notice
February 8, 2012 - 5:30 PM
Tillamook City Hall – 210 Laurel Avenue – Tillamook Oregon 97141
Meeting Agenda**

1. **Call Regular Meeting to Order and Roll Call**
2. **Presentation by Shawna Sykes, Workforce Analyst, WorkSource NW Oregon**
3. **Approval of Minutes:** January 11, 2012
4. **Approval of Bills:** \$1,249.02
5. **Approval of Financial Report:** December 31, 2011
6. **Public Non-Agenda Items:** Public Concerns/Comments (5 minute limitation).
7. **Pending Business:**
 - a) Plan Amendment Project List and Final property Updates
 - b) 3rd Street Improvement Project Financing
 - c) Langlois Grant Loan – Update by Proposal Committee
 - d) Peterson – Thompson Façade Grant – Update by Proposal Committee
 - e) Final Audit FY 2010-2011 – Accept
 - f) Draft Blade Sign Program – Review and Possible Approval
8. **New Business: None**
9. **Committee Reports and Project Updates:**
 - a) Streetscapes Committee Report
 - b) Goodspeed Park Playground Equipment & Grand Opening
10. **Correspondence/Information:**
 - a) David & Doris Mast Letter Regarding PUD Transmission Lines
10. **Concerns of the Board/ Non-Agenda Items**
11. **Next Meeting:** March 14, 2012
12. **Adjournment**

This is a public meeting per ORS Chapter 192. The Board reserves the right to adjourn into Executive Session per ORS 192.660. The meeting location is accessible to persons with disabilities. Please contact the office of the City Manager of Tillamook at 503-842-2472 should special accommodations be required for citizens with visual or hearing impairment. Persons with hearing impairments may contact the Oregon Relay Service at 1-800-648-3458 (TDD) OR 1-800-648-4442 (VOICE)

**Posted February 6, 2012
Tillamook Fire District * Tillamook City Hall * Tillamook County Library *Tillamook County Court House**

Agency Board Members:
Chair: Don Hurd; Vice-Chair: Carolyn Decker
Cheryl Davy, John Sandusky, Alene Allen, Lynda Casey, Dave Schrom
Administrator: Paul Wyntergreen, Executive Assistant: Debbi Reeves



**Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141**

Phone: 503-842-2472

Fax: 503-842-3445

**TURA Regular Meeting
Wednesday – January 11, 2012 - 5:30 P.M.**

Board Members Present:

Chairman Don Hurd
Vice Chair Carolyn Decker
Alene Allen
Lynda Casey
Dave Schrom
John Sandusky

Board Members Absent:

Cheryl Davy

Staff Present:

City Manager Paul Wyntergreen
Executive Assistant Debbi Reeves

Guests/Public:

David Mast

The TURA Board of Directors met at 4:00 P.M. for a workshop on future projects and financial planning. The regular board meeting commenced at 5:30 P.M., the regular time.

1. **Call to Order and Roll Call:** Chairman Hurd called the meeting to order at 5:30 p.m. Reeves called the roll of the board and all were present except Davy.
2. **Election of Officers and Committee Assignments:** Chairman Hurd said the committee list was included in the packet and asked if anyone would like to specifically be on any of the committees listed. Casey noted since Councilor Martin is no longer on the board it would make sense to put Councilor Davy on those committee's instead. Decker asked about her only committee assignment. There was discussion about the 2011 list and consensus was that each board member would remain on the same committees they were already assigned to.
 - Schrom made a motion to assign Davy to each committee where Joe Martin's name appears on the list and to approve the new committee list for 2012. Allen seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.

Chairman Hurd said he would like to stay in the position of Chairman if the board will have him.

- Decker made a motion to nominated Hurd for Chairman. Casey seconded the motion. With no discussion, the vote was called for and ayes were received by all

Agency Board Members:

Chairman Don Hurd; Vice Chair Carolyn Decker
Cheryl Davy, John Sandusky, Alene Allen, Lynda Casey, Dave Schrom
Administrator: Paul Wyntergreen, Executive Assistant: Debbi Reeves

board members seated. The motion passed unanimously.

Chairman Hurd mentioned **Decker** has done a fine job as Vice Chair and he would like the board to consider her to remain in the position of Vice Chairman.

➤ **Hurd made a motion to nominate Decker for the position of TURA Vice Chairman. Allen seconded the motion. Decker mentioned she has liked serving as Vice Chairman. Hurd called for the vote and ayes were received by all board members seated. The motion passed unanimously.**

3. **Approval of the Minutes:** **Chairman Hurd** asked for approval of the minutes from the December 14, 2011 if there were no additions or corrections.

➤ **Casey made a motion to approve the minutes of December 14, 2011 as written. Allen seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.**

4. **Approval of the Bills:** **Reeves** commented on the list of bills presented for payment noting the quarterly payment for Administrative Services was included as well as the final payment for the 2010-2011 audit. There was some discussion of the bills.

➤ **Sandusky made a motion to pay the bills in an accumulative amount of \$10,123.13 (checks #617 - #624). Casey seconded the motion. Hurd called for the vote. Ayes were received by all board members seated. The motion passed unanimously.**

5. **Financial Report:** **Hurd** asked about the audit. **Wyntergreen** explained this is the final audit for Fiscal Year 2010-2011. He noted there were a couple of comments regarding supplemental budgets that were being reviewed and he will have an explanation of at the next meeting. There was discussion about the differences between monthly financial statements and annual audits.

➤ **Sandusky made a motion to accept the November 30, 2011 monthly financial statements as presented and put on file for audit. Allen seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.**

Reeves explained the 2010-2011 audit is enclosed for review and does not require approval but can be discussed at the next meeting if the board so desired.

6. **Public Non-Agenda Items:** **Chairman Hurd** asked if there was anyone in the audience that would like to speak. There was not.

7. **Pending Business:**

a) **Plan Amendment – Finalize Tentative Boundary Changes:**

Hurd spoke about the workshop and what had been discussed at that time. **Wyntergreen** went over changes of deleting the Post Office property, deleting the **Carlich House** property, and deleting the county parking lot next to the **Carlich House**. This was discussed as these properties are not tax revenue producing lots.

➤ **Casey made a motion to remove the Post Office property, the Carlich House property and the Tillamook County parking lot property next to the Carlich House from the TURA District and to accept the other changes as presented. Sandusky seconded the motion. There was discussion about some of the other properties being added to the district and those being removed. The old Safeway site and demolition of the building discussed. Decker commented on POTB projects. With no further discussion Hurd called for the vote and ayes were received by all board members seated. The motion passed unanimously.**

Reeves will contact the county GIS person, **Wendy Shink**, and get the changes made. **Reeves** will then get the information to **Elaine Howard** to proceed with the plan amendment.

b) 3rd Street Improvement Project Financing and Updates :

Reeves commented that **Dan McDowell** of **Columbia Bank/Bank of Astoria** was on vacation but would have something to the board soon. She has informed him of the delay in the project until the first part of March. **Schrom** commented on the email from **Liane Welch** included in the correspondence and said his experience with **OTAK** is fantastic and he gives them kudos for the work that have done for the county in the past. He said **OTAK** will do a good job on the project.

c) Langlois Application:

Hurd and **Decker** have met with **George and Carol Langlois** and have discussed the businesses located on 3rd Street in their building as well as blade signs. They discussed the bookstore, window trim, and building trim. **Hurd** commented on the 2nd Street Public Market and their signage. There was discussion about signage and traffic in the downtown area. **Schrom** asked about the terms of the agreement with **Janac** regarding the TURA grants and loan. There was discussion about the **Langlois** building and the power lines on 3rd Street. **Hurd** will speak with PUD about the power lines. **Sandusky** asked if any action needed to be taken and **Hurd** said there was not at this time and there was time to deal with the issues discussed.

d) Goodspeed Park Playground Equipment:

Reeves commented on the memo in the board packet and her request to issue the payment for the Goodspeed Park playground equipment. She explained the equipment should be installed within a week and the terms of payment agreement are 30 days from delivery.

➤ **Sandusky made a motion to write a check to the City of Tillamook for \$21,000 (check #625) for the TURA payment on the Goodspeed Park playground equipment. Allen seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.**

Agency Board Members:

Don Hurd: Chairman; Vice Chair; Carolyn Decker
 Cheryl Davy, John Sandusky, Alene Allen, Lynda Casey, Dave Schrom
 Administrator: Paul Wyntergreen, Executive Assistant: Debbi Reeves

Casey mentioned **Bob Riggert** has made a donation of \$4,000 to the City towards the cost of the playground equipment also. **Sandusky** would like to see a ribbon cutting ceremony when the project is completed.

7. **New Business:**

a) **Nick Peterson – Keith Thompson Grant Application:**

Hurd asked **Reeves** the status of the **Peterson-Thompson** application. She explained there has been nothing further done since they submitted their façade grant application for in December 2011. She did note that had applied for a \$90,000 grant in January 2011 but the board had denied their application at that time. **Schrom** gave his thoughts concerning the application and what upgrades they are planning to do. **Hurd** explained the process and the involvement of the Proposal Committee. There was discussion on how to handle this, applicants acting as contractor, labor charges, and materials. **Sandusky** asked about paint colors and communication with **Peterson** and **Thompson**. He thinks the application needs more specifics. **Hurd** noted the Proposal Committee needs to set a meeting date and this can be discussed. He also noted that TURA only pays by invoice on grants.

b) **Discussion of Bylaws & Change of Meeting Times:**

Reeves commented on the copy of the Bylaws included in the meeting packet. The board had discussed meeting only once a month at the last meeting. This was discussed again as a resolution would be necessary to change the Bylaws. **Reeves** handed out a draft resolution. There was discussion about the draft resolution and going to one meeting a month on the second Wednesday of the month only and that special meetings could be held as needed. **Hurd** read Resolution 2012-01.

➤ **Sandusky made a motion to adopt Resolution 2012-01 as presented amending TURA Board meeting times to once a month, on the second Wednesday of the month effective February 1, 2012. The motion was seconded by Decker. Hurd called for the vote. Ayes were received by all board members seated. The motion passed unanimously.**

➤ **Sandusky made a motion to cancel the January 25, 2012 regular board meeting. Casey seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.**

c) **Final Audit for Fiscal Year 2010-2011:** Set aside for next meeting

d) **Tillamook County Public Works Invoice:**

Reeves noted the monthly invoice from **Tillamook County Public Works Department** for 3rd Street engineering costs in the amount of \$6,138.36 needed to be approved by the board. **Schrom** mentioned there is a line on one of the county spreadsheets that show an amount owing. **Reeves** noted TURA has their portion paid in full and will contact the county for clarification and correction.

Agency Board Members:

Don Hurd: Chairman; Vice Chair; Carolyn Decker

Cheryl Davy, John Sandusky, Alene Allen, Lynda Casey, Dave Schrom

Administrator: Paul Wyntergreen, Executive Assistant: Debbi Reeves

➤ Sandusky made a motion to approve the payment of \$6,138.36 (check # 626) to the Tillamook County Public Works Department for the January 6, 2012 invoice. Decker seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.

8. **Committee Reports and Project Updates:** Hurd moved the report of the Streetscapes Committee up on the agenda as Casey might need to leave the meeting early. Her report was given after the 3rd Street Improvement Project agenda item.
 - a) *Streetscapes Committee:*
Casey reported on the progress of the Blade Sign Program being drafted by the committee. She explained the draft should be ready for the February meeting. She asked if the board would give Reeves approval to contact the county regarding their requirements on signage. Casey noted the program draft forms will include permit fees, application forms, standard and guidelines. Casey then went on to make a recommendation from the Streetscapes Committee that TURA and the City work together to get the alley way between the **Beals Building** and the **Elks Club** cleaned up, make the fire escape safe, and work on awnings and lighting in the alley. She asked for board approval for Reeves to contact the fire department concerning the fire escape. Casey mentioned the letter to **Hal's Emporium**, which Wyntergreen had sent to the owner of the building. Wyntergreen commented. There was discussion about the alley, power washing, pallets, dumpsters, screening, and making the alley safe for pedestrian traffic. Casey noted Window Painting for downtown will be discussed at the next Streetscapes meeting as the committee ran out of time.
9. **Correspondence/Information:** No Discussion
10. **Concerns of the Board:** Casey asked Hurd to comment on his conversation and correspondence with County Commissioner Labhart regarding the layoffs of employees at TCCA. Hurd explained he had emailed Labhart with TURA support to retain the jobs if at all possible. Hurd also commented on a meeting that he and Mayor Weber had at the **Blue Moon Café** with OPB. Wyntergreen mentioned a TCCA Union meeting. There was board discussion about jobs in Tillamook County and the history of unemployment in the city and the county. Decker mentioned tourism could be a much larger industry in Tillamook County.

Allen asked about projects at the POTB. Decker commented, since she is on the POTB Board of Directors, noting that money is the big issue. She explained FEMA monies, current projects, and potential projects. She said they are working on it and jobs need to be there. Any projects they do they try to hire locally. She noted they are very busy.
11. **Meetings:** Wyntergreen said there is an Associations Committee meeting tomorrow, January 15, 2012 at the POTB office. Reeves noted the meeting with **Shawn Sykes, WorkSource NW**, was rescheduled to February 8, 2012, the next regular board meeting.
12. **Adjournment:** With no further business, **Chairman Hurd** adjourned the meeting at 6:35 P.M.

Agency Board Members:

Don Hurd: Chairman; Vice Chair; Carolyn Decker
Cheryl Davy, John Sandusky, Alene Allen, Lynda Casey, Dave Schrom
Administrator: Paul Wyntergreen, Executive Assistant: Debbi Reeves

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

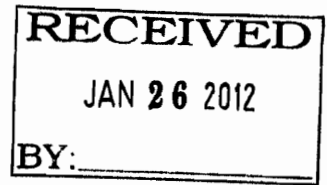
Don Hurd – Chairman

DRAFT

9:47 AM
February 6, 2012
Cash Basis

Tillamook Urban Renewal Agency
Check Report
February 8, 2012

Date	Num	Name	Memo	Paid Amount
Feb 8, 12				
2/8/2012	627	TLC Federal Credit Union	71148 Interest Payment Loan #148 3rd Street	-1,057.02
2/8/2012	628	Jeannette M Launer Attorney	62140 Legal Services Jan 2012	-180.00
2/8/2012	629	City of Tillamook	62145 January2012 Web Service	-12.00
Feb 8, 12				-1,249.02



Tillamook Urban Renewal Agency

Financial Statements

December 31, 2011

Bryan P. Fitzsimmons, CPA

2015 N.W. 39th Street, Suite 200

Lincoln City, Oregon 97367

Phone (541) 994-3333 Fax (541) 994-8116

Accountant's Compilation Report

To the Board of Directors
Tillamook Urban Renewal Agency
Tillamook, Oregon 97141

I have compiled the accompanying statements of cash receipts, disbursements and balance with annual budget to interim actual comparisons for the General Fund and Tax Increment Fund of Tillamook Urban Renewal Agency (a governmental agency) as of and for the six months ended December 31, 2011. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with the cash basis of accounting.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements. The budget and actual comparison information is presented only for supplementary analysis purposes and was compiled from information that is the representation of management.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with the cash tax basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the agency's assets, liabilities, equity, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.



Bryan P. Fitzsimmons
Certified Public Accountant
January 23, 2012

Tillamook Urban Renewal Agency
General Fund
Statement of Cash Receipts, Disbursements and Balance
with Annual Budget to Interim Actual Comparisons
For the Six Months Ended December 31, 2011

	Month of Dec 11	Year to Date 2011	Annual Budget	Over (Under) Budget \$	% of Budget
Resources & Receipts					
40001 · Beginning Fund Balance - 7/1/2011	-	137,722.47	140,000.00	(2,277.53)	98.37%
27200 · Long Term Loan Repaymt Income	1,108.53	6,217.06	12,000.00	(5,782.94)	51.81%
27210 · Short Term Loan	-	133,854.61	504,000.00	(370,145.39)	26.56%
45031 · Interest Earned	34.08	246.65	500.00	(253.35)	49.33%
45035 · Late Charges & Fees	-	-	1,500.00	(1,500.00)	0.0%
Total Resources & Receipts	1,142.61	278,040.79	658,000.00	(379,959.21)	42.26%
Disbursements:					
Materials and Services:					
62100 · CONTRACT SERVICES					
62142 · Financial/Audit Service	900.00	8,153.50	10,500.00	(2,346.50)	77.65%
62143 · Engineer/Archi Services	-	250.00	3,000.00	(2,750.00)	8.33%
62144 · Design/Enviro Studies	-	-	2,500.00	(2,500.00)	0.0%
62145 · Internet Web Services	18.00	173.83	500.00	(326.17)	34.77%
62146 · Appraisals Inspections	-	-	200.00	(200.00)	0.0%
62110 · IGA Services (City Tillamook)	-	7,969.45	37,695.00	(29,725.55)	21.14%
62140 · Legal Services	1,031.65	2,194.68	5,000.00	(2,805.32)	43.89%
62141 · Consulting Fees	1,657.50	5,945.25	25,000.00	(19,054.75)	23.78%
Total 62100 · CONTRACT SERVICES	3,607.15	24,686.71	84,395.00	(59,708.29)	29.25%
65000 · OPERATIONS					
65010 · Insurance	-	573.00	-	573.00	100.0%
65005 · Legal/Advertise/Publica	-	-	1,500.00	(1,500.00)	0.0%
65020 · Postage	-	-	300.00	(300.00)	0.0%
65040 · Office Supplies	-	4.70	1,500.00	(1,495.30)	0.31%
65110 · Bank Fees	10.11	55.41	-	55.41	100.0%
Total 65000 · OPERATIONS	10.11	633.11	3,300.00	(2,666.89)	19.19%
65100 · OTHER TYPES OF EXPENSE	-	195.12	-	195.12	100.0%
68300 · TRAVEL AND MEETINGS					
68310 · Agency Comm Meet Exp	-	48.00	500.00	(452.00)	9.6%
68330 · Conference Education	-	-	200.00	(200.00)	0.0%
Total 68300 · TRAVEL AND MEETINGS	-	48.00	700.00	(652.00)	6.86%
Total Materials and Services	3,617.26	25,562.94	88,395.00	(62,832.06)	155.29%
70000 · CAPITAL OUTLAY					
70070 · Facade Loan Grant	5,665.00	27,845.00	50,000.00	(22,155.00)	55.69%
70100 · Streetscape Beautification	-	3,000.00	10,000.00	(7,000.00)	30.0%
70105 · Land/Prop Purch/Develop					
70106 · Project Fees	-	669.84	-	669.84	100.0%
70148 · 3rd St Engineering Project	4,264.12	70,466.82	-	70,466.82	100.0%
70151 · Parking Lot Project	-	68,190.76	-	68,190.76	100.0%
70105 · Land/Prop Purch/Develop - Other	-	-	358,000.00	(358,000.00)	0.0%
Total 70105 · Land/Prop Purch/Develop	4,264.12	139,327.42	358,000.00	(218,672.58)	38.92%

**Tillamook Urban Renewal Agency
General Fund
Statement of Cash Receipts, Disbursements and Balance
with Annual Budget to Interim Actual Comparisons
For the Six Months Ended December 31, 2011**

	<u>Month of Dec 11</u>	<u>Year to Date 2011</u>	<u>Annual Budget</u>	<u>Over (Under) Budget \$</u>	<u>% of Budget</u>
70107 · Reserved Agency Project	-	300.34	121,000.00	(120,699.66)	0.25%
Total 70000 · CAPITAL OUTLAY	9,929.12	170,472.76	539,000.00	(368,527.24)	31.63%
Total Disbursements	13,546.38	196,035.70	627,395.00	(431,359.30)	31.25%
Net Change/Ending Fund Balance	<u>(12,403.77)</u>	<u>82,005.09</u>	<u>30,605.00</u>		
Components of Fund Balance:					
Cash held in TLC account		\$ 10,015.90			
Cash held in US Bank account		4,563.40			
Cash held in LGIP #3702		71,688.08			
Due To Tax Increment Fund		<u>(4,262.29)</u>			
		<u>\$ 82,005.09</u>			

Tillamook Urban Renewal Agency
Tax Increment Fund
Statement of Cash Receipts, Disbursements and Balance
with Annual Budget to Interim Actual Comparisons
For the Six Months Ended December 31, 2011

	<u>Month Of</u> <u>Dec 11</u>	<u>Year to</u> <u>Date 2011</u>	<u>Annual</u> <u>Budget</u>	<u>Over (Under)</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>
Resources and Receipts					
80001 · Beginning Fund Balance - 7/1/2011	-	49,067.28	30,000.00	19,067.28	163.56%
83690 · Interest Earned - TIF	72.05	207.27	500.00	(292.73)	41.45%
83680 · Prior Years' Taxes Received	308.69	7,447.83	7,000.00	447.83	106.4%
83677 · LGIP 3677 Tax Revenues Received	24,343.24	200,085.51	240,000.00	(39,914.49)	83.37%
Total Resources and Receipts	<u>24,723.98</u>	<u>256,807.89</u>	<u>277,500.00</u>	<u>(20,692.11)</u>	<u>92.54%</u>
Disbursements:					
86000 · Loan Repayments					
86110 · Repay Special Payments	-	-	11,500.00	(11,500.00)	0.0%
86145 · Repay TLC #145 Cameron	41,085.19	41,085.19	42,000.00	(914.81)	97.82%
86148 · Repay TLC #148 Third St. Engin	1,095.49	5,533.67	36,000.00	(30,466.33)	15.37%
86149 · Repay TLC #149 Janac Combined	45,775.83	45,775.83	46,000.00	(224.17)	99.51%
86151 · Repay TLC #151 Parking Lot	27,411.38	28,343.02	22,500.00	5,843.02	125.97%
86111 · Anticipated Repayment - Playgrd	-	-	4,800.00	(4,800.00)	0.0%
Total 86000 · Loan Repayments	<u>115,367.89</u>	<u>120,737.71</u>	<u>162,800.00</u>	<u>(42,062.29)</u>	<u>74.16%</u>
87000 · Other Disbursements					
85110 · Bank Fees - TIF	10.40	63.55	1,500.00	(1,436.45)	4.24%
Total 87000 · Other Disbursements	<u>10.40</u>	<u>63.55</u>	<u>1,500.00</u>	<u>(1,436.45)</u>	<u>4.24%</u>
Total Disbursements	<u>115,378.29</u>	<u>120,801.26</u>	<u>164,300.00</u>		
89000 · Reserve for Future Debt Svc	<u>(90,654.31)</u>	<u>136,006.63</u>	<u>113,200.00</u>		
Components of Fund Balance:					
Cash held in LGIP #3677		\$ 131,744.34			
Due From General Fund		4,262.29			
		<u>\$ 136,006.63</u>			
Loan Balances:					
TLC Loan #145 Cameron Property		\$ 75,799.11			
TLC LOC #148 Third Street Improvement		280,717.55			
TLC Loan #149 Janac Consolidation of Loans		126,159.95			
TLC LOC #151 Parking Lots		74,953.39			
		<u>\$ 557,630.00</u>			

TURA Project Activity	Cost Allocation
Completed Project Activity	
Transit facility improvements (completed)	0
RV Parking (completed- 1st Street Parking Lot)	300,000
Parking Lot construction (completed - 1st Street Parking Lot)	100,000
Public parking assistance (completed- 1st Street Parking Lot)	0
	400,000
Short Term Activity Including Current	
Janac/IOOF 2nd Floor	200,000
Safeway Site Improvements/RV Camping	100,000
Improvements to Sue H. Elmore Park	500,000
Goodspeed Park Railroad	200,000
Improvements to Goodspeed Park	100,000
Alley Improvements - Town Center	75,000
Visitor Guide Signage to parking areas	75,000
Stormwater Upgrades	750,000
City Shops	100,000
City CIP Water line improvements - 3rd Street	800,000
City CIP Wastewater Improvements - 3rd Street	800,000
City Hall improvements	350,000
Low cost loans (facades, signs)	250,000
Town Center Anchor Acquisition	1,000,000
Write Down of Land Acquisition Costs	200,000
Assistance in providing utilities and other infrastructure	200,000
Technical , Architectural, Zoning Assistance	200,000
	\$5,900,000
Mid-Term Projects (2015)	
3rd Street Project Phase II	400,000
12th Street Sewer Extension	500,000
Holden Creek (Miller to Pacific)	250,000
Town Center streetscaping	675,000
Streetscaping Main to Pacific 1st to 12th	250,000
City Gateway Improvements or construction	325,000
ODOT Entrance Improvements	100,000
Liberty School Area Sidewalks Improvements	250,000
Meadow Area Sidewalk Improvements	100,000
Street/Sidewalk Improvements - Main & Pacific 4th to 12th	250,000
Street/Sidewalk Improvements - 1st to 5th	250,000
Street/Sidewalk Improvements - 3rd St to Trask River Bridge	175,000
Hoquarton Trail Project	125,000
Transfer of assembled sites at fair reuse value	400,000
	\$4,050,000
Long Term Projects	
3rd Street to Trask River Bridge Streetscaping	250,000
Public Plaza - Town Square	625,000
Plan Administration	1,250,000
	\$2,125,000
GRAND TOTAL (2006 Plan Total \$12,475,000)	\$12,475,000

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2011



12700 SW 72nd Ave.
Tigard, OR 97223

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

For the Year Ended June 30, 2011

COMPONENT UNIT

ANNUAL FINANCIAL REPORT

This Page Intentionally Left Blank

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

BOARD OF DIRECTORS

Don Hurd, Chair

Carolyn Decker, Vice Chair

Dave Schrom

Lynda Casey

Alene Allen

John Sandusky

Cheryl Davy

All Board members receive mail at the address below.

AGENCY ADMINISTRATION

Paul Wyntergreen, City Manager
Debbi Reeves, Administrative Assistant

210 Laurel Ave.
Tillamook, Oregon 97141

This Page Intentionally Left Blank

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

TABLE OF CONTENTS

	<u>PAGE NUMBER</u>
INDEPENDENT AUDITORS' REPORT	1
MANAGEMENT'S DISCUSSION AND ANALYSIS	I
BASIC FINANCIAL STATEMENTS:	
Government-wide Financial Statements:	
Statement of Net Assets (Modified Cash Basis)	2
Statement of Activities (Modified Cash Basis)	3
Fund Financial Statements:	
Balance Sheet – Governmental Funds (Modified Cash Basis)	4
Reconciliation of Balance Sheet of Governmental Funds to Statement of Net Assets	5
Statement of Receipts, Disbursements and Changes in Fund Balances Governmental Funds (Modified Cash Basis)	6
Reconciliation of Statement of Receipts, Disbursements and Changes in Fund Balances – Governmental Funds to Statement of Activities	7
Notes to Basic Financial Statements	8
REQUIRED SUPPLEMENTARY DATA:	
Schedule of Receipts, Disbursements and Changes in Fund Balances - Actual and Budget General Fund	15
SUPPLEMENTARY DATA:	
Schedule of Receipts, Disbursements and Changes in Fund Balances – Actual and Budget Debt Service Fund	16
Schedule of Property Tax Transactions and Balances of Taxes Uncollected	17
Independent Auditors' Report Required by Oregon State Regulations	18

This Page Intentionally Left Blank



PAULY, ROGERS AND CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

-
- 12700 SW 72ND AVENUE • TIGARD, OREGON 97223
 - (503) 620-2632 • FAX (503) 684-7523

November 21, 2011

To the Board of Directors
Tillamook Urban Renewal Agency
Tillamook, Oregon

INDEPENDENT AUDITORS' REPORT

We have audited the accompanying financial statements of the governmental activities and each major fund of the Tillamook Urban Renewal Agency (a component unit of the City of Tillamook) as of and for the year ended June 30, 2011, which collectively comprise the basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

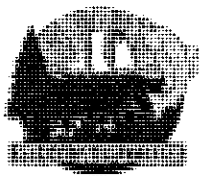
In our opinion, the basic financial statements referred to above present fairly, in all material respects, the modified cash basis financial position of the Tillamook Urban Renewal Agency as of June 30, 2011, and the results of its operations for the year then ended, on the basis of accounting described in Note 1.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary data of individual fund statements and other financial schedules, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The Management's Discussion and Analysis, as listed on the table of contents, is not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Pauly, Rogers and Co., P.C.
PAULY, ROGERS AND CO., P.C.

This Page Intentionally Left Blank



Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141

Phone: 503-842-2472

Fax: 503-842-3445

Management's Discussion and Analysis

The management of the Tillamook Urban Renewal Agency (TURA) offers readers of the Tillamook Urban Renewal Agency's financial statements this narrative overview and analysis of the financial activities of the Tillamook Urban Renewal Agency for the fiscal year ended June 30, 2011. We encourage readers to consider the information presented here in conjunction with the additional information furnished in the financial statements that follow.

Financial Highlights

Net Assets - The assets of the Tillamook Urban Renewal Agency exceeded its liabilities at the close of the most recent fiscal year by \$17,552.

Change in Net Assets – The Agency's total net assets decreased by \$123,861 due to the agency purchasing property, granting funds and loaning funds for agency projects.

Governmental Funds - As of the close of the fiscal year, the Tillamook Urban Renewal Agency's governmental funds reported combined ending fund balances of \$186,795.

The Tillamook Urban Renewal Agency's total debt increased by \$99,246 during the fiscal year. The increase is attributable to \$505,660 debt issued periodically since inception (with reductions for debt service).

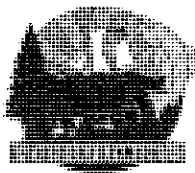
Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Tillamook Urban Renewal Agency's basic financial statements. The statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements. The report also contains other supplementary information in addition to the basic financial statements.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the Tillamook Urban Renewal Agency's finances in a manner similar to a private-sector business.

The statement of net assets presents information on all of the Tillamook Urban Renewal Agency's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Tillamook Urban Renewal Agency is improving or deteriorating.

The statement of activities presents information showing how the Agency's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash



Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141

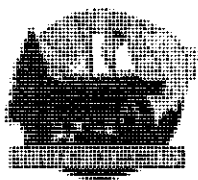
Phone: 503-842-2472

Fax: 503-842-3445

flows in future fiscal periods (e.g. uncollected taxes). The governmental activities of the Tillamook Urban Renewal Agency include activities described in the following table:

Tillamook Urban Renewal Area	
Table XYZ- Allocation of 25 Year Revenue to Project Activities (Detailed)	
Project Activity	Cost Allocation
Public Parks and Open Spaces	
Hoquarten Trail project	\$125,000
A Public plaza or Town Square as part of a civic center in downtown Tillamook	\$625,000
Mini parks in the renewal area	\$200,000
Improvements to Marine Park	\$500,000
Help improve Carlish House	\$200,000
Improvements to Goodspeed and Carnahan parks (need boundary change)	\$200,000
Street, Curb, and Sidewalk Improvements	
U.S.101 (Pacific Avenue and Main Avenue) and 2nd Street	\$250,000
On Main and Pacific Avenues, between 1st and 12th Street	\$250,000
From 1st Street to 5th Street - Reconstruct/repair existing sidewalks	\$250,000
Couplet feasibility along First Street and Netarts Highway (3rd Street) between Stillwell Avenue and US 101	\$200,000
Construct sidewalks on Highway 131 from Pacific, west to Trask River Bridge	\$375,000
Public Utilities	
Stormwater upgrades in renewal area	\$750,000
Wastewater improvements on 3rd st/ Wilson river loop road and Schild Road to Highway 6	\$500,000
Supplement city water CIP by contributing to upsizing water lines in core area.	\$800,000
Supplement city wastewater CIP by contributing to upsizing wastewater lines in core area.	\$800,000
Contribute to Wi-Fi program for City	\$250,000
Streetscape and Neighborhood Beautification Projects	
Streetscaping with priority on the Town Center District, Front to 5th, and Madrona to Grover.	\$375,000
Streetscaping Main and Pacific from 1st to 12th Street	\$250,000
Streetscaping 3rd from Pacific to Trask River bridge	\$250,000
Making Alley improvements between 1st and 3rd Streets	\$125,000
Building Gateways at key locations, including Hwy101 and 6th Street, Hwy 101 and 3rd Street and on W. 3rd Street	\$125,000
Pedestrian, Bicycle, and Transit and Parking Improvements	
Contribute to transit facility at City Hall	\$250,000
Implement parking recommendations from the Tillamook Refinement Plan, including:	
Provide convenient parking for recreational vehicles	\$125,000
Acquire property immediately east of Stillwell Avenue on Second Street to expand employee and visitor parking	\$250,000
Construction of one or more surface parking areas on parcels currently vacant, for use by visitors, employees	\$250,000
Add signage to guide visitors to parking areas off the state highway	\$125,000
Public Safety Improvements	
Contribute to traffic signal at 3rd & Stillwell	\$125,000
Public Buildings and Facilities	
City Hall	\$750,000
Tillamook Museum	\$750,000
Development and Redevelopment	
Below market interest rate loans.	\$200,000
Write down of land acquisition costs.	\$200,000
Provision of public parking to assist development.	\$200,000
Assistance in providing utilities and other infrastructure.	\$200,000
Technical assistance, including architectural assistance, and zoning change work.	\$200,000
Transfer of assembled sites at fair reuse value.	\$200,000
Plan Administration	\$1,250,000
Total	\$12,475,000

Fund Financial Statements. A fund is a group of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Tillamook Urban Renewal Agency, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Tillamook



Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141

Phone: 503-842-2472

Fax: 503-842-3445

Urban Renewal Agency are categorized as governmental funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financial requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Agency's near term financial decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and change in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Tillamook Urban Renewal Agency maintains two individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General fund and the Debt Service fund. The details of the funds are presented in the Required Supplementary Data section of these financial statements.

Notes to the Basic Financial Statements. The notes to the basic financial statements provide additional information that is essential to a full understanding of the information provided in the government-wide and fund financial statements.

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of the Tillamook Urban Renewal Agency, assets exceed liabilities by \$17,552 at the close of the most recent fiscal year.

The following summary is a comparison between the Agency's net assets at the end of this fiscal year as compared to the end of the last fiscal year.



Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141

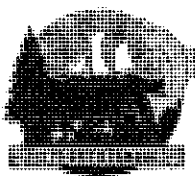
Phone: 503-842-2472

Fax: 503-842-3445

SUMMARY OF NET ASSETS

		Governmental Activities	
		2010	2011
Cash and investments	\$	208,461	\$186,795
Other assets		360,391	342,851
Total Assets		568,852	529,646
Other liabilities		413,899	512,094
Total liabilities		413,899	512,094
Net assets:			
Invested in capital assets, net of related debt		288,131	288,131
Restricted:			
Debt service		39,460	0
Unrestricted		(172,638)	(270,579)
Total net assets	\$	154,953	\$17,552

Governmental activities. There were several governmental activities that affected the Urban Renewal Agency's net assets this year. The agency funded several projects in Tillamook for approximately \$31,000. The Agency began construction on the 1st Street Parking Lot for approximately \$40,000 with completion in FY 2011-2012. The property had been purchased in 2009. The largest project for the Agency is the 3rd Street Engineering and Improvement Project. The Agency, City of Tillamook, and Tillamook County are working together to improve this arterial street in the City. The Agency spent approximately \$320,000 so far on this project with commitment of approximately \$1,000,000 for the upcoming fiscal year.



Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141

Phone: 503-842-2472

Fax: 503-842-3445

Table 2
Governmental Activities

	2010	2011
REVENUES		
General Revenue		
Taxes	\$184,930	\$213,518
Interest and Investment Earnings	1,493	956
Total Revenues	<u>186,423</u>	<u>214,474</u>
EXPENSES		
Programs	<u>265,749</u>	<u>338,335</u>
Total Expenses	<u>265,749</u>	<u>338,335</u>
Change in Net Assets	(79,326)	(123,861)
Change in Account Principle	(13,540)	-
Beginning Net Assets	<u>234,279</u>	<u>141,413</u>
Ending Net Assets	<u>\$ 141,413</u>	<u>\$17,552</u>

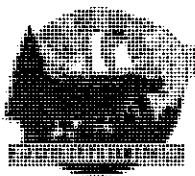
Financial Analysis of the Agency's funds

Governmental funds. The focus of the Tillamook Urban Renewal Agency's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Tillamook Urban Renewal Agency's financing requirements. In particular, unreserved fund balance may serve as useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the fiscal year, the Tillamook Urban Renewal Agency's governmental funds reported combined ending fund balances of \$186,795. Approximately 73% percent of this total amount, \$137,850, constitutes the General Fund balance. The remainder of the fund balance constitutes the Debt Service Fund balance.

Budgetary Highlights

The Agency Board approved two (2) Supplemental Budgets for Fiscal Year 2010-2011. The first Supplemental Budget was done on December 8, 2010 to offset additional operational requirements. The General Fund Resource and Requirements were revised to \$524,650 and the Tax Increment Fund Resources and Requirements were revised to \$341,500 for unexpected special payments. On May 17, 2011 a second Supplemental Budget was done due to additional project requirements. The General Fund Resource and Requirements were revised to \$864,650



**Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141**

Phone: 503-842-2472

Fax: 503-842-3445

for unexpected land development.

Capital Asset and Debt Administration

Capital assets. In FY 2009-2010 the Tillamook Urban Renewal Agency's purchased 2 parcels within the Urban Renewal District with the intentions of constructing a public parking lot. Construction on the parking lot began in 2011.

Short/Long-term debt. At the end of the fiscal year, the Tillamook Urban Renewal Agency had total short and long term debt outstanding of \$505,660.

Economic Factors and next year's Budgets and Rates: The following information is taken from the 2011-2012 TURA budget packet of April 26, 2011.

TURA BUDGET MESSAGE FY 2011-12

In accordance with the Budget parameters provided by the Lincoln City URA (attached), we have restructured the Tax Increment Fund to only pay for Debt Service on the loan proceeds that the TURA General Fund receives and then expends on the projects that it selects. There is no longer any transfer to the General Fund for operating purposes, but correspondingly all bank fees have been moved from General Fund into the Debt Service Fund. The balance is placed into line 15 as a reserve for Future Debt Service to be determined by the Board.

The General Fund is accordingly broken out by loans that you have already obligated and future loans that are yet to be determined. All revenues and expenditures related to future loans are highlighted with an asterisk to ensure that none of the proceeds can be expended until the Board adopts a 5-year projection with its future projects prioritized in such a way that their accompanying debt can be serviced with future unobligated revenues referenced above.

Therefore, on the expense page, please note that all potential future expenditures are tagged with an asterisk and will be frozen until the Board completes its prioritization process. This 5-year projection process is something that we should be able to commence this fiscal year.

The administrative services line has been calculated in accordance with the Urban Renewal Agency's 2009 IGA with the City based upon the loaded hourly rate of each administrative position assisting the Agency. I am recommending that the administrative assistant personal services contract (Debbi) be shifted entirely to a 30-hour per week part-time employee basis in order to bring the position into compliance with labor regulations. The resulting employee rates are converted into the loaded rates below and applied with affiliated average-use assumptions, which will need to be verified after a year's experience, in the following manner:



Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141

Phone: 503-842-2472

Fax: 503-842-3445

Loaded Rate	Urb. Renewal
MANAGER (\$60.84)	3 hours/week \$9,491/year
FIN. OFFICER (\$37.74)	1 hour/week \$1,963/year
EXEC. ASST. (\$36.16)	15 hours/week \$28,204/year

This assumes that the Agency's books will be kept in-house by the Finance Officer (Jamy Wilson). We placed a comparison of external versus internal bookkeeping in the proposed Budget for your review. I recommend the in-house route as a more cost-effective approach.

Regardless, we are recommending conversion of all accounting to Springbrook (UR currently uses Quickbooks) cash basis.

Finally, you will note that the reserves and ending fund balances now are categorized into one of five different groupings, a new rule which the Auditors have notified us of as required by GASB 54. By law, all of TURA's funds are restricted to the projects contained in its Plan and its boundaries; therefore, I have indicated that type in each fund. The Board will need to adopt a resolution to that effect prior to June 30.

As information, I am also recommending several initiatives to the Council which should dovetail with the Agency's work, such as the refocusing of the Public Works Technician in the Streets Division to dedicate 25% of his time the next fiscal year on pedestrian/bicycle maintenance. This is a one-year special emphasis coincides with the Agency's interest in sidewalk connectivity and condition.

Also, the Transient Room Tax fund is proposed with an additional emphasis on Beautification in order to give some special spruce-up attention downtown and hopefully complement some TURA's efforts.

The current draft of the Council's budget also includes a potential CBDG grant to fund a homeless shelter; if TURA has any projects that would complement a CBDG grant for Community Facilities or Infrastructure you should let the Council know.

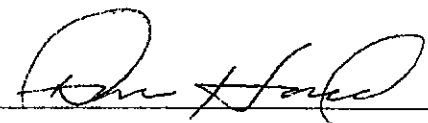


Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141

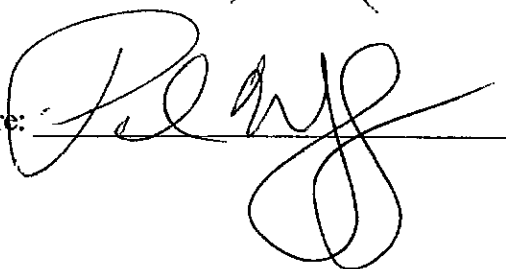
Phone: 503-842-2472

Fax: 503-842-3445

Requests for information. This financial report is designed to provide a general overview of the Tillamook Urban Renewal Agency's financial condition. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Tillamook Urban Renewal Agency, attention Don Hurd, Chairman or Debbi Reeves, Executive Assistant or Paul Wyntergreen, City Manager at: 210 Laurel Avenue, Tillamook, Oregon 97141.

Signature: 

Title: Chairman

Signature: 

Title: City Manager

**TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON**

BASIC FINANCIAL STATEMENTS

This Page Intentionally Left Blank

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

STATEMENT OF NET ASSETS (Modified Cash Basis)
June 30, 2011

ASSETS

Cash and cash equivalents	\$ 186,795
Notes receivable	54,720
Capital Assets, net of accumulated depreciation	<u>288,131</u>
Total Assets	<u>\$ 529,646</u>

LIABILITIES:

Accrued Interest	\$ 6,434
Noncurrent Liabilities	
Due within one year	303,701
Due in more than one year	<u>201,959</u>
Total Liabilities	<u>512,094</u>

NET ASSETS:

Invested in capital assets, net of related debt	288,131
Unrestricted	<u>(270,579)</u>
Total Net Assets	<u><u>17,552</u></u>

See accompanying notes to basic financial statements

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

STATEMENT OF ACTIVITIES (Modified Cash Basis)
For the Year Ended June 30, 2011

FUNCTIONS	DISBURSEMENTS	FUNCTION RECEIPTS		NET (DISBURSEMENT) RECEIPT AND CHANGES IN NET ASSETS
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	
Governmental activities				
Support Services	\$ 338,335	\$ -	\$ -	\$ (338,335)
Total Governmental Activities	<u>\$ 338,335</u>	<u>\$ -</u>	<u>\$ -</u>	<u>(338,335)</u>
General Receipts				
Property Taxes				213,518
Investment earnings				<u>956</u>
Total General Receipts				<u>214,474</u>
Changes in Net Assets				(123,861)
Net Assets - Beginning				<u>141,413</u>
Net Assets - Ending				<u>\$ 17,552</u>

See accompanying notes to basic financial statements

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

BALANCE SHEET - GOVERNMENTAL FUNDS (Modified Cash Basis)
June 30, 2011

	<u>GENERAL FUND</u>	<u>DEBT SERVICE FUND</u>	<u>TOTAL GOVERNMENTAL</u>
ASSETS:			
Cash & cash equivalents	\$ 137,850	\$ 48,945	\$ 186,795
Total Assets	<u>\$ 137,850</u>	<u>\$ 48,945</u>	<u>\$ 186,795</u>
LIABILITIES AND FUND BALANCES:			
Fund Balances:			
Assigned	-	48,945	48,945
Unassigned	<u>137,850</u>	<u>-</u>	<u>137,850</u>
Total Fund Balances	<u>137,850</u>	<u>48,945</u>	<u>186,795</u>
Total Liabilities and Fund Balances	<u>\$ 137,850</u>	<u>\$ 48,945</u>	<u>\$ 186,795</u>

See accompanying notes to basic financial statements

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS
TO STATEMENT OF NET ASSETS
JUNE 30, 2011

Total Fund Balances - Governmental Funds		\$	186,795
Note Receivable used in governmental activities are not financial resources and, therefore, are not reported in the funds			
Note receivable			54,720
Capital Assets used in governmental activities are not financial resources and, therefore, are not reported in the funds			
Land			288,131
Long-term liabilities applicable to the Agency's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net assets.			
Loans Payable	(505,660)		
Accrued interest	<u>(6,434)</u>		<u>(512,094)</u>
Total Net Assets		\$	<u>17,552</u>

See accompanying notes to basic financial statements

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES
 IN FUND BALANCES - GOVERNMENTAL FUNDS (Modified Cash Basis)
 For the Year Ended June 30, 2011

	GENERAL FUND	DEBT SERVICE FUND	TOTAL GOVERNMENTAL
RECEIPTS:			
Taxes	\$ -	\$ 213,518	\$ 213,518
Loan Repayments	4,000	-	4,000
Interest on Investments	956	-	956
Total Receipts	4,956	213,518	218,474
DISBURSEMENTS:			
Materials and Services	43,109	-	43,109
Capital Outlay	275,272	-	275,272
Total Disbursements	318,381	-	318,381
Excess of Receipts, Over (Under) Disbursements	(313,425)	213,518	(99,907)
Other Financing Sources, (Uses)			
Transfers In	201,350	-	201,350
Transfers Out	-	(201,350)	(201,350)
Special Payments	(164,311)	-	(164,311)
Loan Proceeds	242,552	-	242,552
Total Other Financing Sources (Uses)	279,591	(201,350)	78,241
Net Change in Fund Balance	(33,834)	12,168	(21,666)
Beginning Fund Balance	171,684	36,777	208,461
Ending Fund Balance	\$ 137,850	\$ 48,945	\$ 186,795

See accompanying notes to basic financial statements

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

RECONCILIATION OF STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN
FUND BALANCES - GOVERNMENTAL FUNDS TO STATEMENT OF ACTIVITIES
For the year ended June 30, 2011

Total Net Changes in Fund Balances - Governmental Funds		\$	(21,666)
Note Receivable used in governmental activities are not financial resources and, therefore, are not reported in the funds			
Note			(4,000)
The issuance of long-term debt provides current financial resources to governmental funds, while repayment of long-term debt principal consumes current financial resources of governmental funds. However, neither transaction has any effect on net assets. This amount is the net effect of these differences.			
Long-term debt principal repaid	143,306		
Loan Proceeds	<u>(242,552)</u>		(99,246)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. This adjustment combines the net changes in deferred taxes between years.			
Property Taxes			
Interest on long-term debt in the Statement of Activities differs from the amount reported in the governmental funds because when it is due, and thus requires the use of current financial resources. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.			<u>1,051</u>
Change in Net Assets		\$	<u>(123,861)</u>

See accompanying notes to basic financial statements

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

NOTES TO COMPONENT UNIT BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are prepared using the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The Agency considers the use of this basis to be an appropriate reflection of the Agency's financial status and results of operations. The more significant accounting policies are described below.

A. DESCRIPTION OF THE REPORTING ENTITY

The Tillamook Urban Renewal Agency (Agency) was formed July 2006, under the provisions of the Oregon Revised Statutes (ORS 457). The Board consists of seven members appointed by the City Council.

Financial accountability is determined primarily on the basis of authority to appoint voting majority of an organization's governing board, ability to impose its will on that organization, the potential for that organization to provide specific benefits or impose specific financial burdens and that organization's fiscal dependency. Component units, as established by the Governmental Accounting Standards Board (GASB) Statement No. 39, are separate organizations that are included in the Agency's reporting entity because of the significance of their operational or financial relationships with the Agency. All significant activities and organizations with which the Agency exercises oversight responsibility have been considered for inclusion in the basic financial statements. There are no component units. The Agency is a component unit of the City of Tillamook and, as such, is included in the financial statements of the City of Tillamook for the year ended June 30, 2011.

B. BASIS OF PRESENTATION

The cash basis of accounting is followed with certain modifications. Under the cash basis receipts are recorded when received and disbursements are recorded as paid. The following are the modifications to the cash basis of accounting: notes receivable are included in the fund statements as receipts when received and in the government-wide statements as a reduction to notes receivable and an increase in cash when received, capital assets are expensed when acquired in the fund statements, but accounted for as an asset in the government-wide statements, debt proceeds are included in the fund statements as receipts and payments are recorded as disbursements, but are accounted for as increases and decreases to debt in the government-wide statements, and interest is accrued in the government-wide statements.

This basis of accounting is not equivalent to accounting principles generally accepted in the United States of America (GAAP) under which revenues are recorded when they become susceptible to accrual (i.e. when they become measurable and available) and expenses are recorded as goods and services when received. For the government-wide statements GAAP requires that the accrual basis of accounting be applied. Under the accrual basis of accounting the cost of capital assets are capitalized and depreciated over their estimated useful lives, debt is recorded as incurred, revenues are recorded when incurred. Management believes the modified cash basis of accounting is preferable due to its size and the necessity of assessing available cash resources. The modified cash basis of accounting is allowed under Oregon Local Budget Law.

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

The government-wide statements report information irrespective of fund activity, and the fund financial statements report information using all funds. There are two funds which are considered "major funds" in accordance with GASB 34. Accordingly, there are reconciling statements between the government-wide and governmental statements.

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

NOTES TO COMPONENT UNIT BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

General receipts are from property and related taxes, and interest. All disbursements are categorized as program disbursements and interest on long-term debt.

FUND ACCOUNTING

Governmental funds are used to account for the general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified cash basis of accounting. Under the modified cash basis, receipts are recorded when received and disbursements are recorded as paid.

Property taxes and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as receipts of the current period. All other receipt items are considered to be measurable and available only when cash is received.

There are the following major governmental funds:

General Fund

This fund accounts for all financial receipts and disbursements, except those required to be accounted for in another fund. The principal receipt sources are property taxes and interest revenue.

Debt Service Fund

This fund accounts for the payments on the debt obligations arising from the projects.

C. BUDGETS

A budget is prepared for the governmental funds in accordance with the legal requirements set forth in the Oregon Local Budget Law. The budget process begins early in each fiscal year with the establishment of the budget committee. Recommendations are developed through late winter with the budget committee approving the budget in early spring. Public notices of the budget hearing are generally published in early spring with a public hearing being held approximately three weeks later. The budget may be amended prior to adoption. However, budgeted disbursements for each fund may not be increased by more than ten percent. The budget is then adopted, appropriations are made and the tax levy declared no later than June 30. The budgetary statements are presented on the cash basis of accounting.

The expenditure budgets are appropriated at the following levels:

LEVEL OF CONTROL

Materials and Services
Capital Outlay
Debt Service

Operating Contingency
Transfers Out

Disbursements cannot legally exceed the above appropriation levels except in the case of grants which could not be estimated at the time of budget adoption. Appropriations lapse at the fiscal year end. Management may amend line items in the budget without Board approval as long as appropriation levels (the legal level of control) are not changed. Supplemental appropriations may occur if the Board approves them due to a need which exists which was not determined at the time the budget was adopted.

Budget amounts shown in the basic financial statements and required supplementary data, reflect the final budget amounts. Disbursements in all funds were within authorized appropriations.

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

NOTES TO COMPONENT UNIT BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. PROPERTY TAXES

Under state law, county governments are responsible for extending authorized property tax levies, computing tax rates, billing and collecting all property taxes, and making periodic distributions of collections to entities levying taxes. Property taxes become a lien against the property when levied on July 1 of each year and are payable in three installments due on November 15, February 15 and May 15. Property tax collections are distributed monthly except for November, when such distributions are made weekly.

E. ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of receipts and disbursements during the reporting period. Actual results could differ from those estimates.

F. RECEIVABLES AND PAYABLES

Activities between funds that are representative of lending and borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to \ from other funds".

G. NET ASSETS

Net assets comprise the various net earnings from operations, nonoperating revenues, expenses and contributions of capital. Net assets are classified in the following three categories:

Invested in capital assets, net of related debt – consists of all capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted – consists of external constraints placed on asset use by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted net assets – consists of all other assets that are not included in the other categories previously mentioned.

H. FUND EQUITY

In March 2009, the GASB issued Statement No. 54, Fund Balance Reporting and Governmental Fund-type Definitions. The objective of this statement is to enhance the usefulness of the fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definition. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds. Under this standard, the fund balance classifications of reserved, designated, and unreserved/undesignated were replaced with five new classifications – nonspendable, restricted, committed, assigned, and unassigned.

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

NOTES TO COMPONENT UNIT BASIC FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- Nonspendable fund balance represents amounts that are not in a spendable form. The nonspendable fund balance represents inventories and prepaid items.
- Restricted fund balance represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed fund balance represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned fund balance represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body or by an official to whom that authority has been given by the governing body. The authority to classify portions of ending fund balance as Assigned is granted to the City Manager and the manager's assistant.
- Unassigned fund balance is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

At June 30, 2011, there were no nonspendable, restricted or committed fund balances.

The following is the order of spending regarding fund balance categories: Restricted resources are spent first when both restricted and unrestricted (committed, assigned, or unassigned) resources are available for expenditures. When unrestricted resources are spent, the order is committed, assigned, and unassigned.

2. CASH AND INVESTMENTS

State statutes govern the cash management policies. Statutes authorize investment in bankers acceptances, time certificates of deposit, repurchase agreements, obligations of the United States and its agencies and instrumentalities, and the Oregon State Treasurer's Local Government Investment Pool.

A cash pool is maintained that is available for use by all funds. Each fund type's portion of this pool is reported on the combined balance sheet as Cash and Investments.

Cash and Investments (recorded at cost) consisted of:

Deposits With Financial Institutions:

Demand Deposits	\$ 11,226
Investments	175,569
	\$ 186,795

DEPOSITS

Deposits with financial institutions are comprised of bank demand deposits. The total bank balance per the bank statements was \$11,619, all of which was covered by federal depository insurance and the National Credit Union Administration (NCUA). Oregon Revised Statutes require deposits to be adequately covered by federal depository insurance or deposited at an approved depository as identified by the Treasury.

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

NOTES TO COMPONENT UNIT BASIC FINANCIAL STATEMENTS

2. CASH AND INVESTMENTS (CONTINUED)

INVESTMENTS

The State Treasurer's Local Government Investment Pool is not registered with the U.S. Securities and Exchange Commission as an investment company. The Oregon Revised Statutes and the Oregon Investment Council govern the State's investment policies. The State Treasurer is the investment officer for the Council and is responsible for all funds in the State Treasury. These funds must be invested, and the investments managed, as a prudent investor would, exercising reasonable care, skill and caution. Investments in the Fund are further governed by portfolio guidelines issued by the Oregon Short-Term Fund Board, which establish diversification percentages and specify the types and maturities of investments. The portfolio guidelines permit securities lending transactions as well as investments in repurchase agreements and reverse repurchase agreements.

Amounts in the State Treasurer's Local Government Investment Pool are not required to be collateralized. The fair value of the investment Pool at June 30, 2011 was approximate to the value of the shares in the pools reported value. There were no known violations of legal or contractual provisions for deposits and investments during the fiscal year.

Investments on June 30, 2011 consist of the following:

Investment Type	Fair Value	Investment Maturities (in months)		
		Less than 3	3-17	18-59
State Treasurer's Investment Pool	\$ 175,569	\$ 175,569	\$ -	\$ -
Total	\$ 175,569	\$ 175,569	\$ -	\$ -

Interest Rate Risk

Oregon Revised Statutes require investments to not exceed a maturity of 18 months, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB. There are no investments that have a maturity date beyond three months.

Credit Risk -- Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the deposits may not be returned. There is no deposit policy for custodial credit risk. As of June 30, 2011, none of the bank balance of \$11,619 was exposed to custodial credit risk because it was fully insured.

Credit Risk -- Investments

Oregon Revised Statutes does not limit investments as to credit rating for securities purchased from US Government Agencies or USGSE. The State Investment Pool is not rated.

Concentration of Credit Risk

At June 30, 2011, 100% of total investments were in the State Treasurer's Investment Pool. State statutes do not limit the percentage of investments in State Treasurer's Investment Pool.

3. RISK MANAGEMENT

There is exposure to various risks of loss related to torts; errors and omissions; and natural disasters. The Agency is covered by The City of Tillamook's commercial insurance to minimize its exposure to these risks. Settled claims have not exceeded this commercial coverage for and of the past three fiscal years.

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

NOTES TO COMPONENT UNIT BASIC FINANCIAL STATEMENTS

4. PROPERTY TAX LIMITATIONS

The State of Oregon imposes a constitutional limit on property taxes for schools and nonschool government operations. School operations include community colleges, local school districts, and education service districts. The limitation provides that property taxes for nonschool operations are limited to \$10.00 for each \$1,000 of property market value. This limitation does not apply to taxes levied for principal and interest on general obligation bonded debt.

The State further reduced property taxes by replacing the previous constitutional limits on tax bases with a rate and value limit in 1997. This reduction is accomplished by rolling property values back to their 1995-96 values less 10% and limiting future tax value growth of each property to no more than 3% per year, subject to certain exceptions. Taxes levied to support bonded debt are exempted from the reductions. The State Constitution sets restrictive voter approval requirements for most tax and many fee increases and new bond issues, and requires the State to minimize the impact to school districts from the impact of the tax cuts.

5. LONG-TERM DEBT

In 2010, a combination of five line of credit loans totaling \$406,414, with stated interest rates between 3.5-5.5%, were received from TLC Federal Credit Union for the purpose of financing costs of urban renewal projects within the area. In 2011, three of the loans were refinanced into a single loan and two new loans were received, with stated interest rates of 4.5% and 4.8%.

	Rates	07/1/10	Additions	Reductions	06/30/11	One Year
TLC TURA Loan #144	5.5%	67,000	-	67,000	-	-
TLC TURA Loan #145	5.5%	144,000	-	33,209	110,791	34,992
TLC TURA Loan #148	4.8%	-	197,467	-	197,467	197,467
TLC TURA Loan #149	4.5%	195,414	12,215	43,097	164,532	38,372
TLC TURA Loan #151	4.5%	-	32,870	-	32,870	32,870
Total Short-term Liabilities		<u>\$ 406,414</u>	<u>\$ 242,552</u>	<u>\$ 143,306</u>	<u>\$ 505,660</u>	<u>\$ 303,701</u>

Annual debt service requirements to maturity for long-term debt are as follows:

Fiscal Year Ending June 30,	Principal	Interest
2012	303,701	24,356
2013	77,015	9,846
2014	80,786	6,075
2015	43,789	1,987
2016	369	17
Total	<u>\$ 505,660</u>	<u>\$ 42,281</u>

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

NOTES TO COMPONENT UNIT BASIC FINANCIAL STATEMENTS

6. NOTES RECEIVABLE

The note receivable is due from the owner of Superior Standard Construction, Inc. for the revitalization of a building located on the corner of 2nd and Main in Tillamook. The original amount of this loan was \$58,720. The full amount of this note is deemed collectible by management, thus no allowance for uncollectible accounts has been established. The loan has an interest rate of 5.50% and payments of principal and interest are due every month. As of June 30, 2011 the total amount the of note receivable was \$54,720. The following is a schedule of the note receivable:

Loan Receivable #147	\$ 54,720
	<u>\$ 54,720</u>

7. CAPITAL ASSETS

The changes in capital assets for the fiscal year ended June 30, 2011 are as follows:

	Governmental Capital Assets 7/1/2010	Additions	Deletions	Governmental Capital Assets 6/30/2011
Capital assets not being depreciated:				
Land	\$ 288,131	\$ -	\$ -	\$ 288,131
Total capital assets not being depreciated	<u>288,131</u>	<u>-</u>	<u>-</u>	<u>288,131</u>
Less: Accumulated Depreciation	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total capital assets being depreciated, net	<u>-</u>			<u>-</u>
Total capital assets, net	<u>\$ 288,131</u>			<u>\$ 288,131</u>

8. CHANGE IN ACCOUNTING PRINCIPLE

The Tillamook Urban Renewal Agency changed the basis of accounting from modified accrual to modified cash. As a result of this change the beginning fund balance were adjusted for both the Debt Service Fund and the government wide statements to account for the removal of property taxes receivable and deferred revenue. The net change to the beginning fund balance of the Debt Service Fund was a decrease of \$2,683. The net change to the beginning fund balance on the government wide statements was a decrease of \$13,540.

This Page Intentionally Left Blank

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

SUPPLEMENTARY DATA

This Page Intentionally Left Blank

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
ACTUAL AND BUDGET
For the Year Ended June 30, 2011

	<u>GENERAL FUND</u>			VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	
RECEIPTS:				
Interest on investments	\$ 500	\$ 500	\$ 956	\$ 456
Loan Repayment	7,800	7,800	4,000	(3,800)
Grants and Donations	5,000	5,000	-	(5,000)
Total Receipts	<u>13,300</u>	<u>13,300</u>	<u>4,956</u>	<u>(8,344)</u>
DISBURSEMENTS:				
Materials & services	52,660	52,660 (1)	43,109	9,551
Capital Outlay	150,000	540,000 (1)	275,272	264,728
Contingencies	12,140	12,140 (1)	-	12,140
Total Disbursements	<u>214,800</u>	<u>604,800</u>	<u>318,381</u>	<u>286,419</u>
Excess of Receipts, Over (Under) Disbursements	(201,500)	(591,500)	(313,425)	278,075
Other Financing Sources, (Uses)				
Transfers in	201,350	201,350	201,350	-
Transfers out	(166,350)	(166,350) (1)	-	166,350
Special Payments	(200,000)	(210,000) (1)	(164,311)	45,689
Loan Proceeds	-	480,000	242,552	(237,448)
Net Change in Fund Balance	(366,500)	(286,500)	(33,834)	252,666
Beginning Fund Balance	<u>170,000</u>	<u>170,000</u>	<u>171,684</u>	<u>1,684</u>
Ending Fund Balance	<u>\$ (196,500)</u>	<u>\$ (116,500)</u>	<u>\$ 137,850</u>	<u>\$ 254,350</u>

(1) Appropriation Level

(2) See page 18 regarding OMS Budget finding.

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
 ACTUAL AND BUDGET
 For the Year Ended June 30, 2011

	<u>DEBT SERVICE FUND</u>			
	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>
RECEIPTS:				
Property Taxes	\$ 215,500	\$ 215,500	\$ 213,518	\$ (1,982)
Interest Earned	1,000	1,000	-	(1,000)
Total Receipts	<u>216,500</u>	<u>216,500</u>	<u>213,518</u>	<u>(2,982)</u>
DISBURSEMENTS:				
Debt Service	<u>140,000</u>	<u>140,000 (1)</u>	<u>-</u>	<u>140,000</u>
Total Disbursements	<u>140,000</u>	<u>140,000</u>	<u>-</u>	<u>140,000</u>
Excess of Receipts, Over (Under) Disbursements	76,500	76,500	213,518	137,018
Other Financing Sources, (Uses)				
Transfers out	<u>-</u>	<u>(201,350) (1)</u>	<u>(201,350)</u>	<u>-</u>
Net Change in Fund Balance	76,500	(124,850)	12,168	137,018
Beginning Fund Balance	<u>125,000</u>	<u>125,000</u>	<u>36,777 (2)</u>	<u>(88,223)</u>
Ending Fund Balance	<u>\$ 201,500</u>	<u>\$ 150</u>	<u>\$ 48,945</u>	<u>\$ 48,795</u>

(1) Appropriation Level

(2) Decrease in Beginning Fund Balance is due to change in accounting principal. See footnote on page 14.

TILLAMOOK URBAN RENEWAL AGENCY

TILLAMOOK COUNTY, OREGONSCHEDULE OF PROPERTY TAX TRANSACTIONS AND BALANCES
OF TAXES UNCOLLECTED

For the Year Ended June 30, 2011

<u>TAX YEAR</u>	<u>ORIGINAL LEVY OR BALANCE UNCOLLECTED 7/1/10</u>	<u>DEDUCT DISCOUNTS</u>	<u>ADJUSTMENTS TO ROLLS</u>	<u>INTEREST</u>	<u>CASH COLLECTIONS BY COUNTY TREASURER</u>	<u>BALANCE UNCOLLECTED OR UNSEGREGATED AT 6/30/11</u>
Current:						
2010-2011	\$ 222,190	\$ 5,251	\$ (194)	\$ 213	\$ 206,622	\$ 10,336
Prior Years:						
2009-2010	8,999	-	(44)	322	4,493	4,784
2008-2009	3,491	-	(29)	259	1,538	2,183
2007-2008	1,049	-	(1)	212	865	395
Total Prior	13,539	-	(74)	793	6,896	6,569
Total	<u>\$ 235,729</u>	<u>\$ 5,251</u>	<u>\$ (268)</u>	<u>\$ 1,006</u>	<u>\$ 213,518</u>	<u>\$ 17,698</u>

This Page Intentionally Left Blank

TILLAMOOK URBAN RENEWAL AGENCY
TILLAMOOK COUNTY, OREGON

INDEPENDENT AUDITORS' REPORT REQUIRED BY
OREGON STATE REGULATIONS

This Page Intentionally Left Blank



PAULY, ROGERS AND CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

-
- 12700 SW 72ND AVENUE • TIGARD, OREGON 97223
 - (503) 620-2632 • FAX (503) 684-7523

November 21, 2011

Independent Auditors' Report Required by Oregon State Regulations

We have audited the basic financial statements of the Tillamook Urban Renewal Agency as of and for the year ended June 30, 2011, and have issued our report thereon dated November 21, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the Tillamook Urban Renewal Agency's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295)**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **Authorized investment of surplus funds (ORS Chapter 294).**

In connection with our testing nothing came to our attention that caused us to believe the Tillamook Urban Renewal Agency was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations except as follows:

1. The 2010-11 budget and supplemental budgets were incorrectly calculated and this resulted in a budgeted negative fund balance.
2. A supplemental budget was adopted for which the resolution appropriating funds did not agree with the supplemental budget document.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the internal controls over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the internal controls over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the internal controls over financial reporting.

This report is intended solely for the information and use of the Board and management and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

Pauly, Rogers and Co. P.C.
PAULY, ROGERS AND CO., P.C.



**Tillamook Urban Renewal Agency
Blade Sign Grant Program**

Application

Date Submitted _____

Applicant Information:

Business Name _____

Address _____

Address of Subject Property _____

Assessor Tax Lot Number _____

Contact Person _____ Email Address _____

Phone Number _____ Fax Number _____

☐ Building Owner

☐ Tenant

Building Owner Information (if different from applicant):

Owner Name _____

Owner Address _____

Email Address _____ Phone Number _____

Fax Number _____

☐ Owner is aware of the application

☐ Owner has endorsed the application

I have reviewed the following document(s), as it pertains to my application:

- ☐ Tillamook City Zoning Ordinance 979, Section 22 (7) & Section 24
- ☐ Tillamook Town Center Plan

Please submit the following information with your application:

- ☐ Photographs clearly showing existing area of placement of the sign;
- ☐ A written description of the proposed sign (see attached);
- ☐ Drawings or sketches showing the proposed sign and placement. Exact samples of paint, colors and materials (please attach);
- ☐ A cost estimate from a contractor (if used), including contact information for the contractor (please attach information);
- ☐ Written consent from the property owner, if owner is different from applicant (please see attached).

Project Start Date _____

Expected Completion Date _____

Total Estimated Cost of Project _____

Grant Amount Requested _____

I agree that the information provided above and within is accurate and correct to the best of my knowledge. I also assure that my person and business are in compliance with all laws, ordinances, rules and regulations of the State of Oregon, the City of Tillamook and the Tillamook Urban Renewal Agency.

Signature of Applicant _____

Please be specific, providing as many details regarding materials as possible. Also explain how the proposed sign will enhance the integrity of the TURA District. In addition, please provide: purpose for the project, intended use of the building, current use of the building and estimated age of the building.

DRAFT

3

Property Owner Consent Form:

I, _____ (“Property Owner”), certify that I own the property located at _____ (“Address”) in Tillamook, Oregon and that I have reviewed the application by _____ (“Applicant”) for participation in the Tillamook Urban Renewal Agency’s Blade Sign Grant Program. I understand that the proposal includes the following changes and/or enhancements to my building:

I fully support this application and further certify that the Applicant holds a valid lease for _____ months, expiring on _____.

Date & Signature of Property Owner

Printed Name of Property Owner

Mailing Address of Property Owner

Telephone Number of Property Owner

Return to:

City of Tillamook
Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, OR 97141
503-842-2472



Tillamook Urban Renewal Agency Blade Sign Grant Program

Program Guidelines and Standards

Blade signage is primarily pedestrian-oriented. The size, lettering, and placement of signs were, for the most part, designed to attract the attention of foot and slower-moving traffic. Projecting signs tend to be relatively small, frequently rectangular in shape and constructed of wood.

Purpose:

The Tillamook Urban Renewal Agency (TURA) has implemented a Blade Sign Grant Program to:

1. Enhance the exterior condition of businesses in the Tillamook Urban Renewal District.
2. Restore the historic character of buildings within the district.
3. Improve private assets of the District by revitalizing distinctiveness and integrity of downtown structures.

Eligible Improvements:

1. Blade signs appropriate for the façade improvement and architecture.
2. Non-illuminating signs that are compatible with other buildings on the block and that conform to the standards of the Tillamook City Code.
3. Sign removal, replacement or repair
4. Installation, repair, or replacement to existing blade signs.

Ineligible Projects:

1. Structural improvements
2. Removal of architecturally important features

Application Process:

In order to receive a Blade Sign Grant the building owner, or tenant approved by the building owner, shall proceed with the following:

1. Review the design guidelines.

2. Complete and submit the Blade Sign Grant Application forms, including necessary permits.
3. Submit cost estimates for the proposed blade sign. Bids must be provided if the work is being done by a contractor.

Applicants Responsibilities:

Applicant shall be responsible for payment of all permits and fees required by City Ordinance and Code, and Tillamook County Community Development sign requirements.

Conditions of Approval:

Design review will be completed by TURA and will be performed in order of submission. Approval will be contingent upon available funds. The following criteria must also be met:

1. Blade sign must be placed on property within the TURA District.
2. Blade sign must conform to the standards of the Tillamook Zoning and Development Code and the Tillamook Town Center Plan.
3. Properties must be up to date on all municipal taxes, including Business License Registration.
4. Conditions of Approval may be developed by TURA Board and shall be attached to the application.
5. Funding is limited to one grant per business/storefront, per 12 month period.

Approval Procedures:

1. Upon receipt of all application materials described above, City staff will review the application and refer it to the TURA Board of Directors.
2. The Board will then make a decision based upon the character of the proposed design and its compliance with the design standards of the Tillamook Town Center Plan.
3. If approved, City staff will contact the applicant and installation may begin after the Grant Approval Agreement is signed by the applicant. If not approved, the TURA Board will provide a written record of reason(s) for rejection. The Board may also include recommendations for steps that may be taken to receive approval.
4. Successful applicants must sign the Blade Sign Grant Approval Agreement.

Payment Procedures:

1. Installation may begin only after the application is reviewed by the TURA and referred to the TURA Board for approval. Any work done prior to formal approval will not be eligible for grant reimbursement.

2. Grants will be issued only after construction is complete. Projects must be completed within twelve (12) months of approval by the Tillamook Urban Renewal Agency. Upon completion of a project City staff must be contacted for a site inspection. If the inspection finds that the project complies with all standards and conditions above and, with the pre-approved plans submitted with the application, TURA shall provide funding as follows:
 - A. One hundred percent (100%) of the total cost of the bracket and installation, not to exceed \$200.00.
 - B. Fifty percent (50%) of the cost for the sign up to a maximum of five hundred dollars (\$500.00); and,

If a contractor is used, a written invoice must be provided to the TURA Contract Committee before funds will be granted. If a contractor is not used, receipts must be provided to the Contract Committee before a reimbursement will be issued. Only materials may be reimbursed for projects that do not use a contractor. Receipts and invoices must be accompanied by proof of payment (i.e. cancelled checks). Funds shall then be dispersed within fifteen (15) days from the date of invoice receipt.

Additional Information:

Signs: Projecting signs (those signs placed perpendicular to the building façade) may be attached to the wall surface or hung from the underside of a marquee, balcony, or awning.

The total aggregate area for all signs on a building shall not be greater than one (1) square foot for each lineal foot of building frontage. In the case of more than one frontage, the frontage having an entrance/exit open to the general public shall be used to determine building frontage. The sign designs shall be reviewed by the Streetscapes Committee and recommended to the TURA Board for approval.

- A. Rectangular, straight-edged and oval signs are the preferred shape for signs; however, signs with highly stylized, curvilinear edges are encouraged if they are designed in a 1930/1940's motif.
- B. Sign graphics shall be carved, applied, painted, or stained.
- C. Sign graphics shall be simple and bold.
- D. The number of colors used on signs shall be minimized for maximum effect. Six (6) colors including the background color is the maximum. Fluorescent colors are not allowed.

E. When lighting is used for signs, only subdued and shielded lighting that is focused on the sign shall be allowed. No inside illuminated signs or reader-board signs shall be allowed.

Installation: Installation of projecting signs shall be compatible with the architecture of the building and shall be below the sill of the second story windows or below the roof line, eave, or parapet of a one-story building. No sign projecting over the public right-of-way shall be less than eight (8) feet from the ground level.

A. No sign or portion thereof shall be so placed as to obstruct any fire escape, standpipe or human exit from a window located above the first floor of a building; obstruct any door or exit from a building; obstruct any required light or ventilation, and shall provide adequate vision clearance.

B. Any projecting sign shall be located no less than seven (7) feet above the sidewalk as measured from the bottom edge of the sign.

C. All installation of projecting signs and brackets shall be in compliance with the Tillamook Town Center Plan, Section 22(7) and Section 24, Signs Standards and Requirements.

It is recommended that the applicant discuss their project with the Board or Proposal Committee prior to submitting an application. Questions and applications shall be submitted to:

Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, OR 97141
503-842-2472 ext. 3463

CITY OF TILLAMOOK SIGN PERMIT APPLICATION

City of Tillamook Planning Department
210 Laurel Avenue
Tillamook, OR 97141
(503) 842-3443

PERMIT #S - _____

APPLICANT:

Legally Recorded Property Owner: _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

INSTALLER:

Name: _____ Reg. # _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

LOCATION INFORMATION:

Site Address: _____

Twsp: ____ Rng: ____ Sec: ____ Tax Lot: ____ Lot: ____ Block: ____ Addition: _____

Zone: _____ Square Footage: _____ Fee: _____

_____ Fee: _____

_____ Fee: _____

Fees: 0-23 sq. feet - \$50.00
24-100 sq. feet - \$75.00
101 + sq. feet - \$100.00

Comments: _____

[] Conditional Use Permit: _____

[] Building Permit: _____

**Please attach a picture of the
sign and a location plot plan**

I hereby certify that the above information is correct and understand that issuance of a permit based on this application will not excuse me from complying with effective Ordinances and Resolutions of the City of Tillamook and Statutes of Oregon, despite any errors on the part of the issuing authority in checking this application.

Applicant Signature: _____ Date: _____

This sign permit, has been approved with the signature below, as it meets all City Planning & Zoning Criteria per Zoning Ordinance No. 979, Section 24.

DEPARTMENT	APPROVED BY:	DATE	RECEIPT NO.
PLANNING & ZONING			SIGN PERMIT COST \$
			ADDITIONAL COSTS \$
			TOTAL \$

*FEEES ARE NOT REFUNDABLE. SIGN PERMITS ARE VALID FOR ONE YEAR ONLY.
NOTE: THIS IS NOT A BUILDING PERMIT, ELECTRICAL PERMIT, MECHANICALPERMIT OR PLUMBING PERMIT*

SECTION 22 - SITE DEVELOPMENT STANDARDS (for R-O, P & S-P, C-TC, C-C, C-N, C-H, I-L, & I-G Districts)

- ♦ Awnings and canopies should fit within window bays so as not to detract from architectural features of the building or obscure transom windows above display windows
- ♦ Marquees may pass over vertical columns or pilasters. Awnings should not pass over vertical columns or pilasters.
- ♦ Awnings should have a slope of no more than 45 degrees (most now are about 60)
- ♦ The color of the awning should be compatible with the building.
- ♦ Flat, horizontal metal canopies suspended by chains or rods, if original, should be used as they provide cover for pedestrians and shade within the store.
- ♦ The use of internally illuminated, plastic, barrel awnings are prohibited as they detract from architectural features with incompatible materials that are out of scale.

7) Signs. Signs should not be the dominant feature of a building or site, yet they are a key component in identifying businesses and contributing to the livelihood of the street with their individuality. Signs should allow for pedestrian and automobile traffic to identify businesses without detracting from the architecture or overpowering the streetscape.

- ♦ Wall signs, window signs, canopy and blade signs attached to buildings should be compatible in scale without obscuring the architectural features.
- ♦ Blade signs are encouraged; freestanding, plastic and internally illuminated acrylic sign faces are not recommended.
- ♦ Window signs should be at eye level to entice the pedestrian.
- ♦ The use of gold leaf window signs at an appropriate scale is recommended.
- ♦ Historic product signs painted on building sides should be preserved when possible, as they contribute to the character of the commercial area.
- ♦ Murals are prohibited in the Town Center Zone District.

8) Streetscape. The Town Center should be a pedestrian friendly environment resulting from a combination of features: storefronts, sidewalks, streetlights and other amenities. New construction and rehabilitation should contribute to making the Town Center an inhabitable place that is pleasant for walking, providing a buffer zone of parked cars between automobile traffic and pedestrians, while also reinforcing the rhythm of the street.

- ♦ Places should be provided for public activities. Informational kiosks, historical markers, and flagpoles are encouraged.
- ♦ People should be provided with certain services: drinking water, places to sit and rest, places to stand out of the rain or sun. Benches should be accessible but out of pedestrian flow.
- ♦ Unsightly signs and unused sign supports should be removed; signs better relating to the pedestrian should be installed.
- ♦ Streetlights and other sidewalk elements should be placed so as not to obscure line of vision of automobiles. Historically appropriate streetlights should be installed.
- ♦ Garbage cans are unattractive and should not be part of the streetscape; trash receptacles should be attractive, serviceable, durable and easily maintained.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

1. Purpose. The purpose of this section is to provide objective standards governing the placement and size of signs, and the responsibilities of those persons erecting said signs, within the Tillamook Urban Growth Boundary (UGB).
2. Standards Applicable to Signs. In addition to compliance with provisions of this Ordinance, all signs shall comply with the provisions of the 1983 Uniform Sign Code, as amended.

Permit fees shall be as follows:

- A. \$50.00 for a sign of less than twenty-four (24) square feet in total face area.
 - B. \$75.00 for a sign of twenty-four (24) to one hundred (100) square feet in total face area.
 - C. \$100.00 for a sign of more than one hundred (100) square feet in total face area.
3. General Provisions
 - A. Conflicting Standards: Signs shall be allowed subject to the provisions of this subsection, except when the provisions conflict with the specific standards for signs in the subject district.
 - B. Signs Subject to State Approval: All signs visible to the traveling public from state highways are subject to the regulations and permit requirements of the Highway Division of the State of Oregon Department of Transportation. Where the regulations of the State and City differ, the more restrictive regulations shall govern.
 - C. Uniform Sign Code: All signs shall comply with the provisions of the Uniform Sign Code of the Uniform Building Codes, except as otherwise provided in this section.
 - D. Address Display: The signing program for a multi-family, commercial or industrial development shall include the display of the street number(s) for the development on the sign, support structure or building where it can be seen from adjacent roads.
 - E. Sign Clearances: A minimum of eight (8) feet above sidewalks and fifteen (15) feet above driveways shall be provided under freestanding signs.
 - F. Setbacks: All signs shall be situated in a manner so as not to adversely affect safety, corner vision or other similar conditions. Unless otherwise specified, all signs shall observe the yard setback requirements of the districts in which they are located.
 - G. Blanketing: No sign shall be situated in a manner, which results in the blanketing of an existing sign.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

H. Illuminated Signs:

1. Internally illuminated signs or lights used to indirectly illuminated signs shall be placed, shielded or deflected so as not to shine into residential dwelling units or structures, or impair the vision of the driver of any vehicle.
2. The light intensity of an illuminated sign shall not exceed the accepted standards of the sign industry, as provided by the Oregon Electric Sign Association.
3. No sign or other illuminating devices shall have blinking, flashing or fluttering lights, with the exception of a time and temperature sign approved by the Planning Commission. This subsection shall not apply to Holiday lights (e.g. Christmas Lights).
4. No colored lights shall be used at any location or in any manner, which may be confused with or construed to be traffic signals or lights on emergency vehicles.

I. Moving Signs: No sign structure, or portion thereof, shall be designed to rotate, flutter or appear to move.

J. Maintenance: All signs together with all of their supports, braces, guys, and anchors, shall be kept in good repair and be maintained in a safe condition. All signs and the site upon which they are located shall be maintained in a neat, clean, and attractive condition. Signs shall be kept free from rust, corrosion, peeling paint, or other surface deterioration. The display surfaces of all signs shall be kept neatly painted or posted.

K. Pre-Existing Signs: Signs and sign structures existing prior to the adoption of this ordinance, which complied with the applicable regulations existing when the sign was established, but which do not comply with one or more of the requirements of this subsection, shall be subject to the provisions of Section 31 for Non-conforming Uses, except:

1. Alterations to a non-conforming sign which reduces, or does not increase its non-compliance with the provisions of this ordinance, including changes in display surface, sign area, height and setback, may be allowed.
2. Sign copy which identifies or advertises a business, product or service no longer located on the same site or premises on which the sign is posted shall be replaced, or removed, within one (1) month of the change of occupancy of the premises or vacancy of the premises. Failure to use the copy area of a non-conforming sign for purposes permitted under this section for a period of more than twelve (12) consecutive months shall constitute a discontinuation of use as provided under Section 31 and such sign shall be removed or modified to satisfy all applicable requirements of this Section and the underlying district.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

4. Design Standards

- A. Message: The permanent copy of the sign shall clearly identify the nature of the business or development. When the name alone does not insure public recognition of the nature of the business or development, additional copy may be included as necessary.
- B. Legibility: All forms of sign copy shall be appropriate in size, color, style, spacing and shape to produce a legible, concise, and uncluttered message as viewed from adjacent public roads or from the appropriate internal circulation road or walkway.
- C. Design: Signs shall be designed using shapes, graphics, colors and material, which are coordinated and complement the development or business identified.

5. Residential (R-7.5, R-5.0, R-O).

A. Signs permitted outright

1) Residential Name Plates:

- a) Shall not exceed two (2) square feet.
- b) Shall be limited only to the title, name, and address of the occupant of the premises upon which the sign is located.
- c) Only one (1) such sign shall be permitted upon the premises.
- d) May be illuminated by indirect lighting only.

2) Temporary Signs as described in 8 (G) and (H) below

B. Signs permitted with a Sign Permit

1) Signs pertaining to home occupations, as provided under Section 28 (12) of this ordinance:

- a) If located inside or flush against the dwelling, the sign shall not exceed three (3) square feet in size. If not affixed to or inside the dwelling, the sign shall not exceed two (2) square feet in size.
- b) Only one (1) such sign shall be permitted upon the premises.
- c) May be located within the required setback area of the district provided it is situated in a manner so as not to adversely affect safety, corner vision or other similar conditions.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

- d) May be illuminated by indirect lighting only.
- 2) Signs identifying multiple use development, multi-family development or subdivisions:
 - a) Free-standing and ground-mounted signs shall not exceed twenty-four (24) square feet, as viewed from a single direction, and shall not exceed a height of five (5) feet above the natural ground elevation.
 - b) On-building signs shall be reviewed as part of the architecture of the building.
 - c) No more than one (1) free-standing or ground-mounted identification sign shall be allowed for a development or complex, even when more than one tax lot or ownership is included in the development. However, in mixed-use developments a separate freestanding sign may be allowed to identify the multiple uses and multi-family portion of the development.
 - d) Directional signs within the development shall not exceed three (3) square feet except as provided in the district.
- 3) Signs for Public and Semi-public facilities, schools, churches, hospitals, and similar uses:
 - a) Shall not exceed eighteen (18) square feet.
 - b) Shall pertain only to the use on the premises.
 - c) May be illuminated by indirect lighting only.
 - d) Only two (1) such sign shall be permitted upon the premises.
- 6. Permanent Identification Signs for Commercial and Industrial Development
 - A. Freestanding or ground-mounted signs oriented to off-site circulation identifying the uses on the premises shall be allowed subject to the following conditions:
 - 1) Only one (1) such sign shall be allowed in all commercial (C-N, C-H, C-C, C-TC) and industrial (I-L, I-G) zones per street frontage.
 - 2) Maximum Height:
 - a) All Signs within the Commercial Zoned District (C-N, C-H, C-C, T-C) = Twenty (20) feet
 - 3) Maximum Sign Area:

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

- a) Neighborhood Commercial (C-N)
 - (1) Eight (8) square feet
 - b) Highway Commercial (C-H)
 - (1) Forty (40) square feet
 - c) Central Commercial (C-C)
 - (1) Forty (40) square feet
 - d) Town Center (C-TC)
 - (1) As described in Section 22(6)(L) Historic Architectural Design Guidelines
- 4) Setbacks
- a) Signs within the Downtown Business District, as defined in Section 4, shall not be erected on, over or above any right-of-way for a street if any part of such sign extends less than eight (8) feet above grade, or shall not be maintained on, over or above any right-of-way for a street if any part of such sign extends less than seven (7) feet above grade, or closer than two (2) feet toward the inside edge of the existing curb.
 - b) Signs, other than those within the Downtown Business District, shall not be erected or maintained on, over or above any right-of-way for a street if any part of such sign extends less than eight (8) feet above grade or closer than two (2) feet toward the inside edge of the existing curb.
 - c) Signs less than twenty-eight (28) square feet in size must observe at least one-half of the yard setback requirements of the district in which it is located.
 - d) Signs greater than twenty-eight (28) square feet in size must observe the setback requirements of the district in which it is located.
- 5) Sign Structure: When visible, the supporting structure of the sign shall be incorporated into the overall sign design and shall be in scale with the sign. The sign structure, and any street numbers included on the sign structure, shall not be counted for purposes of determining sign area.
- 6) Any sign not located on the site of the use or activity for which it is advertising shall be subject to a Conditional Use Permit. Public facility signs as defined in Section 4 of this Ordinance shall be exempt from this requirement.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

- 7) Illumination: Such signs may be internally or indirectly illuminated.
 - B. On-Building Signs identifying the use of the premises shall be allowed subject to the following conditions:
 - 1) Three (3) such signs shall be allowed per street frontage in each of the commercial and industrial zones.
 - 2) Design: On-building signs shall be incorporated into the design of the building, and shall not be placed in locations which interrupt, detract from, or change the architectural character of the building.
 - 3) Size: On-building signs shall not exceed 40 square feet in size and shall not be placed in locations which interrupt, detract from, or change the architectural character of the building.
 - C. Changeable copy signs may be incorporated into a permanent identification sign for a business or development, subject to review and approval of the Planning Commission. Approval shall not be granted unless the following conditions are satisfied:
 - 1) Only one (1) such sign shall be used in development.
 - 2) The changeable copy sign shall be included in the maximum sign area allowed under this Section.
 - 3) A changeable copy sign shall not be used on a sign, which includes a time and/or temperature display.
 - D. All Permanent Identification Signs for Commercial and Industrial Development shall be subject to the approval of a sign permit.
7. On-site Traffic Control and Identification Signs
- A. On-site signs shall be those permanent signs which are oriented toward internal circulation roads, driveways and walkways, or which direct the flow of traffic to and from the site from adjacent roads or walkways.
 - B. Traffic Control: Signs which direct the flow of traffic to and from and within the site area shall observe the clear-vision requirements of the district and shall be a maximum of three (3) square feet.
 - C. Directories: An on-site sign oriented primarily toward vehicle circulation which identifies and directs traffic to a number tenants, uses or buildings within the development, shall be limited in area to a maximum of two (2) square feet per tenant, use or building specifically identified, up to a maximum of forty (40) square feet. Directories oriented toward

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

pedestrian circulation areas, including those attached to buildings, shall be a maximum of twenty-four (24) square feet in area, and eight (8) feet in height.

- D. Identification signs: An on-site, temporary or permanent (such as a sandwich board, A-frame sign), ground-mounted tenant identification sign for an individual building within a development may be allowed as an alternative to an on-building identification sign provided such sign shall:

- 1) Be located on the most visible side of the building being identified.
- 2) Not exceed twelve (12) square feet in area.
- 3) Not exceed four (4) feet in height.
- 4) Use materials and colors, which are the same, or substantially the same, as those used on the building identified by the sign.
- 5) Public facility directional signs may be placed within the public right-of-way when authorized by the City Manager, or his designee, upon written request for such sign by a public facility. Request for placement shall be made on forms provided by the City. Such permit may be issued upon a finding, on the basis of written information furnished by the applicant, that the proposed sign is necessary for the direction of the public and is not detrimental to the general health, safety and welfare of the community.
- 6) Placement and design of any such sign shall be the responsibility of the City. Costs for the sign and placement shall be assessed to the applicant. No public facility shall be allowed more than a total of three (3) signs within the Urban Growth Boundary area. No more than five (5) signs from any number of public facilities shall be allowed at any one location. Each public facility shall be responsible for maintaining any sign approved under its application. Costs for replacement of any sign for any cause shall be assessed to the applicant.

- E. All On-site Traffic Control and Identification signs shall be subject to the approval of a sign permit.

8. Temporary Display and Portable Signs

- A. Temporary Display Signs: A combination of banners, streamers, strings of lights, flags, beacon lights, sandwich board signs and/or other similar apparatus; may be displayed for the purpose of advertising a grand opening, sale or similar event under the following conditions and limitations:

- 1) Time period and duration: the temporary display shall not exceed a total time period of four weeks in any calendar year and must coincide with an actual event.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

- 2) Hazards: No sign, light, electrical cord, streamer, banner or other apparatus shall be situated or used in a manner which creates a hazard.

B. Portable Identification Signs: A portable sign may be used to temporarily identify a new business until permanent identification signs are installed, or to identify an existing business while permanent identification signs are being repaired or replaced, or to temporarily identify a sale or business location during the hours of operation under the following conditions and limitations:

- 1) Need: No portable sign shall be allowed under this provision when any other permanent or portable sign visible from adjacent roads accurately identifies the premises.
- 2) Number: Only one (1) portable identification sign shall be displayed for a development or complex.
- 3) Time period: The use of a portable identification sign shall be valid for ninety (90) consecutive days, or until a permanent identification sign is installed, whichever occurs first.
- 4) Design Review: The application for permanent identification signing for the business shall be submitted for review and shall be subject to the approval of a sign permit, prior to, or concurrent with, the establishment of a temporary display or portable sign under this Section.
- 5) Size Limits: Portable signs shall not exceed a sign area of thirty-two (32) square feet, or a height of six (6) feet above the natural ground elevation.
- 6) Setbacks: Portable signs shall be set no closer than two (2) feet from the inside edge of the curb.
- 7) Anchoring: All signs approved under this provision shall be physically established in a manner, which both prevents the sign from being moved or blown from its approved location, and allows for removal of the sign.
- 8) Exceptions: No portable sign shall be allowed under this provision for any business or development that has a changeable copy sign incorporated into their permanent identification sign.
- 9) Illuminated Signs: Illumination of any sign or portion thereof, in the shape of an arrow, or any other shape which may be construed as a traffic control device is prohibited. Signs containing any electrical components or parts, or illuminated by electrical lighting, must be approved under the National Electric Code as modified by the State of Oregon Rules and Regulations. Lights and illuminated signs requiring an outside power source shall use a state approved power outlet.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

- 10) Hazards: No sign, light, electrical cord, streamer, banner, or other apparatus shall be situated or used in a manner which creates a hazard.
- C. Portable Service Station Signs: A service station may maintain one (1) portable sign displaying the current prices for fuel sold on the same premises provided such sign does not exceed an area of twelve (12) square feet, or a height of five (5) feet. Such signs shall be subject to clear-vision area requirements and one-half (1/2) the setback requirements of the district, conditions 7 and 8 under Subsection 8B, and shall be subject to the approval of a sign permit.
- D. Incidental Signs: Emblems, Decals, and other similar signs indicating membership in organizations, acceptance of credit cards, brand names of items sold, and other such information which pertains to the business or proprietor of the business located on the premises may be displayed on the inside of any window or door.
- E. Temporary Window Signs: Posters and other signs of a temporary nature which advertise or inform the public of current prices or events may be displayed on the inside of a window or door of a business located in a commercial or industrial district.
- F. Temporary signs advertising the sale, rental or lease of commercial or industrial premises, or identifying a property developer, lease agent or builder, or advertising a legally recorded subdivision in its entirety, or residential property in excess of one acre, may be allowed, subject to the following limitations:
- 1) Shall not exceed sixty (60) square feet in area.
 - 2) Shall pertain only to property upon which they are located, unless they are temporary off-premise directional signs indicating a sale on another piece of property.
 - 3) Shall observe the setback provisions under Subsection 6A(4).
 - 4) Only one (1) such sign shall be permitted on the premises.
 - 5) Shall not be artificially illuminated.
 - 6) Such signs shall be removed from the premises after the premises are sold, rented or leased. Signs pertaining to recorded subdivisions shall not remain upon the premises in excess of eighteen (18) months from the date of filing of the subdivision.
- G. Real estate signs advertising individual lots:
- 1) Shall not exceed six (6) square feet.
 - 2) Shall pertain only to the property upon which they are located, unless they are temporary off-premise directional signs indicating a sale on another piece of property.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

- 3) Shall be located at least five (5) feet behind the front lot line.
 - 4) Shall not exceed five (5) feet in height.
 - 5) Shall be temporary in nature and shall be removed within two (2) weeks after the date of sale.
 - 6) Shall not be artificially illuminated.
- H. Political Signs: Signs which support or oppose ballot measures, persons running for political office, and other issues subject to a vote by the public may be allowed subject to the following:
- 1) Approval by the owner of the property on which the sign is to be posted.
 - 2) Setbacks: Such signs may be located within the required setback area of the district, provided they are situated in a manner so as not to adversely affect safety, corner vision, or other similar conditions.
 - 3) Right-of-way Excluded: Signs shall not be posted in State or County rights-of-way, on telephone poles, traffic signs, or other public apparatus.
 - 4) Size: Signs shall not exceed sixteen (16) square feet in size, as viewed from one direction.
 - 5) Time Limit: All such signs shall be removed within one (1) week after the election for which the sign is posted.
- I. Off-premise directional signs directing traffic to a sale of property or a retail sale
- 1) Shall not exceed six (6) square feet.
 - 2) Shall be located at least five (5) feet behind the front lot line.
 - 3) Shall not exceed five (5) feet in height.
 - 4) Shall be temporary in nature and shall be removed immediately after the date of sale.
 - 5) Shall not be artificially illuminated.
9. Off Premise Signs. Any sign not located on the site of the use or activity for which it is advertising shall be considered off-premise and shall be subject to a Conditional Use Permit, and shall be subject to the approval of a sign permit. Public Facility signs as defined in this ordinance shall be exempt from this requirement.

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

- A. Along State Highways: All off-premise signs which are visible from a State highway are subject to approval by the Oregon State Highway Division pursuant to the Motorist Information Act.
 - B. Billboards: New billboards shall not be allowed in any zoning district.
 - C. Political Signs: Signs which support or oppose ballot measures, persons running for political office, and other issues subject to a vote by the public may be allowed subject to the following:
 - 1) Approval by the owner of the property on which the sign is to be posted.
 - 2) Setbacks: Such signs may be located within the required setback area of the district, provided they are situated in a manner so as not to adversely affect safety, corner vision, or other similar conditions.
 - 3) Right-of-way Excluded: Signs shall not be posted in State or County rights-of-way, on telephone poles, traffic signs, or other public apparatus.
 - 4) Size: Signs shall not exceed sixteen (16) square feet in size, as viewed from one direction.
 - 5) Time Limit: All such signs shall be removed within one (1) week after the election for which the sign is posted.
 - D. Along Public Roads: Off-premise directional signs of a temporary nature such as those used to direct persons to open houses, or special one-day events may be allowed subject to the following conditions:
 - 1) Any such sign, if visible from a state highway, shall be subject to approval pursuant to Subsection 9(A) above.
 - 2) All such signs shall comply with conditions 1 through 4 under C above.
 - 3) Time Limit: All such signs shall be removed at the end of the day on which the event, open house, or garage sale is conducted.
 - E. All Off premise signs, except those used temporarily as described in 8 (I) above, shall be subject to the approval of a sign permit.
10. All other signs, signboards, and other forms of outdoor advertising **may** be allowed after approval by the Planning Commission for a period of five (5) years or less, after examination of the location and upon due proof to the satisfaction of the Planning Commission that such sign, signboard, or other advertising will not be unduly detrimental to the adjacent and surrounding

SECTION 24 - SIGN STANDARDS AND REQUIREMENTS

property, but the same front and side yard provisions as required for buildings may be required. A building permit may be required.

(Added by Ordinance #1178, effective 10/17/02)



DEPARTMENT OF COMMUNITY DEVELOPMENT
BUILDING, PLANNING & ON-SITE SANITATION SECTIONS

1510-B Third Street
 Tillamook Oregon 97141

Land of Cheese, Trees and Ocean Breeze

Building (503) 842-3407
 Planning (503) 842-3408
 On-Site Sanitation (503) 842-3409
 FAX (503) 842-1819
 Toll Free 1 (800) 488-8280

CONSTRUCTION / PLACEMENT PERMIT APPLICATION

Application # _____

Legally Recorded Property Owner _____

Mailing Address _____ Phone _____

City _____ State _____ Zip Code _____

CONTRACTOR/INSTALLER

E-Mail Address _____

Building Contractor _____ Reg. No. _____ Expire Date _____ Ph# _____

Sanitation Installer _____ Reg. No. _____ Expire Date _____ Ph# _____

Mobile Home Installer _____ MDI. No. _____ Expire Date _____ Ph# _____

☐ **Mail permit to:** _____

LOCATION INFORMATION

Situs Address _____

Township _____ **Range** _____ **Section** _____ **Tax Lot** _____ **Lot** _____ **Block** _____

Zone _____ **Lot Size** _____ X _____ X _____ X _____ or _____ Acres **Subdivision** _____

(Please supply all the information requested on this form)

PROPOSED USE

☐ Single Family ☐ Duplex ☐ Multi ☐ Triplex

☐ Manufactured Dwelling Placement

☐ RV Placement

☐ Addition _____

☐ Accessory Structure _____

☐ Replace / Alteration _____

☐ Fire Suppression _____

☐ Commercial _____

☐ Demolition/Move _____

SIZE OF STRUCTURE

_____ Dimensions

_____ Height

_____ Stories

_____ No. of Dwelling Units

_____ Bdrms _____ Bathrooms

_____ Living Area sq. ft.

_____ Deck sq. ft.

_____ Garage/Utility/Storage

ROAD ACCESS

☐ State Highway ☐ City Street

☐ County Road/Public Way

☐ Private Road

SETBACKS

_____ Front Yard

_____ Rear Yard

_____ Right Side

_____ Left Side

_____ River/Estuary/Creek

_____ Adjac. Resource Zone

MOBILE HOME/RECREATION VEHICLE

_____ License No. or ID No.

_____ Make/Model

_____ Year

WATER SUPPLY

☐ Public District _____

☐ Private {Creek / Spring / Well } **(Circle one)**

Conditional Use, Variance, Admin. Review,

Geologic Hazard Rpt. or Exception

File No. _____

WASTE DISPOSAL

☐ Sewer District _____

☐ Septic Tank/Drainfield

FLOOD ZONE: _____

WIND EXPOSURE: B C D **(circle one)**

VALUATION (AS DETERMINED BY BUILDING OFFICIAL) Section 304 (b) \$ _____

All or a portion of this property may be located within an identified wetland. If the site is a jurisdictional wetland you must obtain any necessary State or Federal permits before beginning your project.

Separate State of Oregon permits are required for electrical, plumbing, and mechanical work. **The Property Owner is responsible** for seeing that these additional permits are obtained prior to work being done.

This application, if approved, includes only the work described above and/or plans and specifications bearing the same permit number. The applicant agrees to comply with all applicable codes and ordinances governing planning, sanitation and construction and agrees to meet any and all of the conditions listed below.

The granting of this permit does not presume to give authority to violate or cancel the provisions of any Federal, State or Local law regulating construction or the performance of construction.

THIS PERMIT APPLICATION DOES NOT ASSURE PERMIT APPROVAL. Such approval can be given only after staff review determines compliance with all applicable legal requirements.

This application, if approved, becomes null and void if placement of mobile home or recreation vehicle is not completed within six (6) months from the date of approval.

I further understand that it is my responsibility as permit applicant to request and receive all required inspections pertaining to this permit, if approved, as outlined in Oregon Administrative Rule (OAR) chapter 918. I further understand that permits issued by an inspection jurisdiction under provisions of these rules shall expire and become null & void if the work authorized by the permit is: (A) not started within 180 days from the date of the issuance; or (B) suspended for a period of 180 days after the work is started.

In order to avoid a permit expiration, or additional fees, one of following is required: **(A)** Request an inspection showing construction progress at intervals of not to exceed 180 days, or **(B)** Request in writing, an extension within 180 days of issuance of previous inspection. The written request must show justifiable cause and will be granted depending on circumstances. If the permit expires prior to completion and requires further inspections, I understand I will be required to purchase a new permit and begin process again.

Prior to construction or placement, it is advisable that you check your deed for other restrictions that may apply.

I, the applicant, verify that I have read and understand the above information. I further certify that the information that I have provided is complete and accurate, and may be relied upon by the Department of Community Development in the processing of my application. I understand that fees are not refundable. I accept responsibility for any inaccuracies in the information that I have provided and for the consequences thereof.

LEGALLY AUTHORIZED

REPRESENTATIVE'S SIGNATURE _____ DATE _____

***** FOR OFFICE USE ONLY *****

SANITATION _____

PUBLIC WORKS _____

HOUSE NO. _____

PLANNING _____

PLAN CHECK _____

BUILDING OFFICIAL _____

Received By: _____

Date: _____

CHECK No: _____

Building Fee _____

12% Surcharge _____

Plan Check Fee _____

Planning Review Fee _____

A-level Plan Review _____

Fire & Life Safety _____

House Number _____

MD/RV Fee (Plan) _____

MD/RV Fee (Bldg) _____

State M.D. Fee (\$30) _____

B&D/GHZ/Flood Fee _____

PW Review Fee _____

Special Inspection _____

Shipping/Handling _____

TOTAL DUE: _____

CONDITIONS OF PERMIT APPROVAL:

RECEIVED

JAN 30 2012

BY: _____

David & Doris Mast
160 Bayocean Road
Tillamook OR. 97141
503-815-2599
dmast48@embarqmail.com
January 29, 2012

Don Hurd
Tillamook Urban Renewal Agency
Tillamook City Hall
210 Laurel Avenue
Tillamook OR 97141

Dear Mr. Hurd:

We are very excited about your plans for the "Centerpiece Park". We have been attending the Tillamook PUD board meetings and the data that is presented at the meetings convinces us even more that there is no need for the 115 kV transmission line and the visual damage it will do to the city and county of Tillamook. Our interpretation of the PUD data is that the total system is averaging at only 32% of its current capacity. No substation is operating at an average of over 61% of capacity. Even at the peak months, no substation was operating at over 85% of capacity. The data shows an average annual growth rate of just 0.7% for the next 5 years. The Oceanside substation is only going to add 8 megawatts to the total system and most of the current substations have 8 megawatts available in any month.

We have enclosed the data from the last PUD meeting we attended so you can come to your own conclusions. The real question perhaps is not where the transmission line should go; rather should there even be a transmission line. We are very supportive of your vision for Tillamook and the new park system. It would be a shame to see Tillamook PUD undo all of the work you have done to make Tillamook a more attractive city.

Sincerely,

A handwritten signature in cursive script that reads "David Mast & Doris Mast". The signature is written in dark ink and is positioned below the word "Sincerely,".

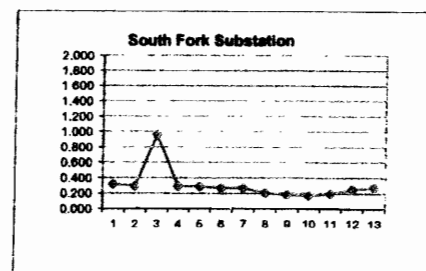
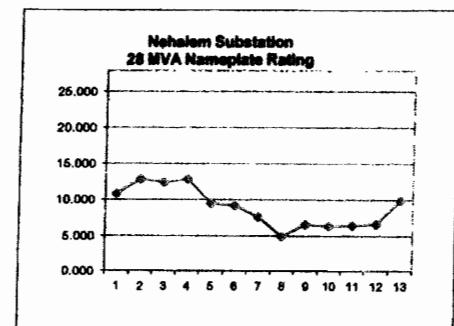
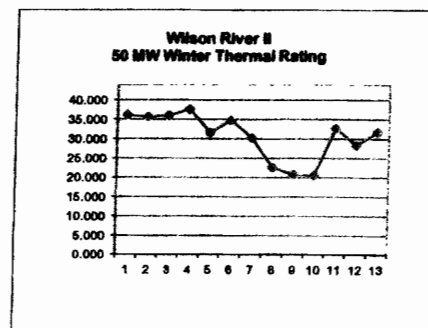
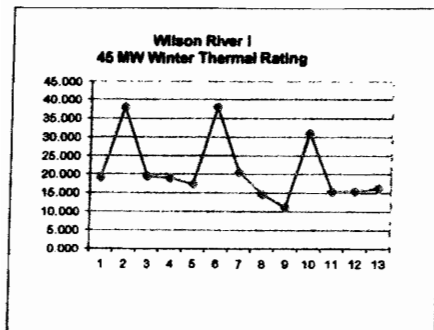
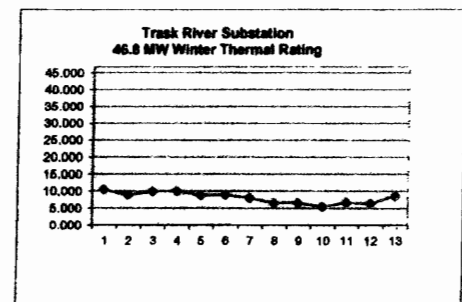
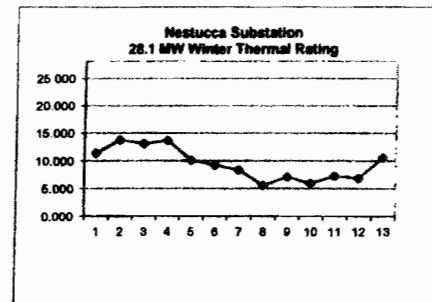
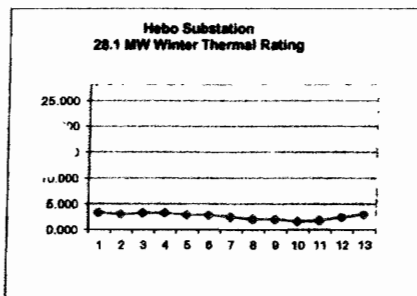
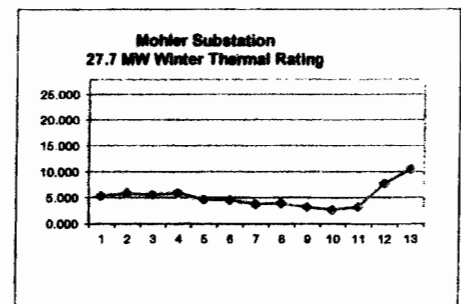
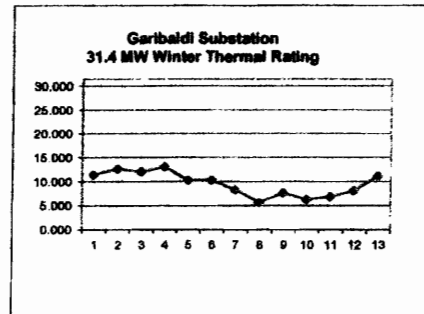
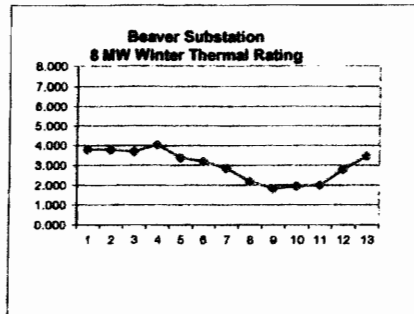
David & Doris Mast

Tillamook PUD Total Retail Load Forecast Energy FY2012-2032			
Fiscal			
Year	MWh	aMW	Growth
2006	435,002	49.66	-
2007	442,162	50.48	1.6%
2008	467,425	53.21	5.4%
2009	452,906	51.70	-2.8%
2010	474,044	54.11	4.7%
2011	487,051	55.60	2.7%
2012	483,421	55.03	-1.0%
2013	488,860	55.81	1.4%
2014	491,838	56.15	0.6%
2015	495,210	56.53	0.7%
2016	498,310	56.73	0.4%
2017	500,160	57.10	0.6%
2018	502,654	57.38	0.5%
2019	505,160	57.67	0.5%
2020	508,322	57.87	0.4%
2021	510,209	58.24	0.6%
2022	512,753	58.53	0.5%
2023	515,310	58.83	0.5%
2024	518,535	59.03	0.4%
2025	520,461	59.41	0.6%
2026	523,056	59.71	0.5%
2027	525,664	60.01	0.5%
2028	528,955	60.22	0.4%
2029	530,920	60.61	0.6%
2030	533,567	60.91	0.5%
2031	536,227	61.21	0.5%
2032	539,584	61.43	0.4%
AAGR 5 Year (2006-2011)			2.3%
AAGR 5 Year (2012-2017)			0.7%
AAGR 10 Year (2012-2022)			0.6%
AAGR 20 Year (2012-2032)			0.6%

Tillamook PUD Total Retail Load Forecast Customer System Peak and Load Factor FY2012-2032			
Fiscal			
Year	MW	LF	Growth
2006	105.7	47%	-
2007	109.2	46%	3.3%
2008	108.6	49%	-0.6%
2009	120.2	43%	10.6%
2010	131.5	41%	9.5%
2011	116.8	48%	-11.2%
2012	119.8	46%	2.6%
2013	121.3	46%	1.2%
2014	121.9	46%	0.5%
2015	122.7	46%	0.7%
2016	123.3	46%	0.5%
2017	123.9	46%	0.5%
2018	124.5	46%	0.5%
2019	125.1	46%	0.5%
2020	125.8	46%	0.5%
2021	126.4	46%	0.5%
2022	127.0	46%	0.5%
2023	127.6	46%	0.5%
2024	128.2	46%	0.5%
2025	128.9	46%	0.5%
2026	129.5	46%	0.5%
2027	130.1	46%	0.5%
2028	130.8	46%	0.5%
2029	131.4	46%	0.5%
2030	132.0	46%	0.5%
2031	132.7	46%	0.5%
2032	133.3	46%	0.5%
AAGR 5 Year (2006-2011)			2.0%
AAGR 5 Year (2012-2017)			0.7%
AAGR 10 Year (2012-2022)			0.6%
AAGR 20 Year (2012-2032)			0.5%

SUBSTATION LOADING (In Megawatts)

	Dec-11	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11
.5/25	3.760	3.740	3.650	4.000	3.350	3.160	2.810	2.170	1.790	1.920	1.970	2.760	3.430
Mhr 12/20	11.290	12.560	11.950	12.980	10.220	10.190	8.130	5.500	7.530	6.100	6.710	7.970	11.040
Hbo 12/20	5.230	5.740	5.490	5.830	4.580	4.430	3.640	3.750	3.070	2.570	3.080	7.640	10.380
Natca 12/20	3.240	2.940	3.130	3.150	2.770	2.760	2.340	1.870	1.880	1.540	1.700	2.310	2.850
Trakv 20/33	11.280	13.660	12.950	13.550	9.970	9.140	8.240	5.420	6.970	5.820	7.150	8.770	10.450
Wilson River I - 24/40	10.250	8.570	9.610	9.760	8.530	8.730	7.800	6.370	6.340	5.210	6.470	6.180	8.370
Wilson River II - 24/46	18.910	37.770	19.270	18.780	17.170	37.880	20.300	14.470	11.010	30.890	15.160	15.260	16.120
Nhlm 15/25	36.050	35.490	35.840	37.450	31.420	34.560	30.110	22.420	20.620	20.380	32.590	28.210	31.620
SoFork 5/7	10.760	12.750	12.300	12.730	9.410	9.070	7.530	4.850	6.500	6.270	6.360	6.550	9.770
SoFork 5/7	0.314	0.288	0.957	0.289	0.286	0.266	0.266	0.202	0.181	0.168	0.195	0.251	0.272
System Total	111.084	133.508	115.147	118.519	97.706	120.186	91.186	67.022	65.891	80.868	81.385	83.901	104.312



Tillamook PUD Monthly Substation Usage 2011
(In Megawatts)

January 29, 2012

Substation	2011 Monthly Demand												Substation Capacity	Average Demand	Megawatt Capacity Over Average Monthly Demand	Avg Demand As A % Of Capacity	Megawatt Capacity Over Maximum Monthly Demand	Peak Demand As A % of Capacity
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec						
Beaver	3.650	4.000	3.350	3.160	2.810	2.170	1.790	1.920	1.970	2.760	3.430	3.760	8.00	2.90	5.10	36.22%	4.00	50.00%
Garibaldi	11.95	12.98	10.22	10.19	8.13	5.50	7.53	6.10	6.71	7.97	11.04	11.29	31.40	9.13	22.27	29.09%	18.42	41.34%
Mohler	5.49	5.83	4.58	4.43	3.64	3.75	3.07	2.57	3.08	7.64	10.39	5.23	27.70	4.98	22.73	17.96%	17.31	37.51%
Hebo	3.13	3.15	2.77	2.76	2.34	1.87	1.88	1.54	1.70	2.31	2.85	3.24	28.10	2.46	25.64	8.76%	24.86	11.53%
Nestucca	12.95	13.55	9.97	9.14	8.24	5.42	6.97	5.82	7.15	6.77	10.45	11.28	28.10	8.98	19.12	31.94%	14.55	48.22%
Trask River	9.61	9.76	8.53	8.73	7.80	6.37	6.34	5.21	6.47	6.18	8.37	10.25	46.80	7.80	39.00	16.67%	36.55	21.90%
Wilson River I	19.27	18.78	17.17	37.88	20.30	14.47	11.01	30.89	15.16	15.26	16.12	18.91	45.00	19.60	25.40	43.56%	7.12	84.18%
Wilson River II	35.84	37.45	31.42	34.56	30.11	22.42	20.62	20.38	32.59	28.21	31.62	36.05	50.00	30.11	19.89	60.21%	12.55	74.90%
Nehalem	12.30	12.73	9.41	9.07	7.53	4.85	6.50	6.27	6.36	6.55	9.77	10.76	28.00	8.51	19.49	30.39%	15.27	45.46%
South Fork	0.957	0.289	0.286	0.266	0.266	0.202	0.181	0.168	0.195	0.251	0.272	0.314	2.00	0.30	1.70	15.20%	1.69	15.70%
Monthly Total Utilization	115.15	118.52	97.71	120.19	91.17	67.02	65.89	80.87	81.39	83.90	104.31	111.08		94.77				
Total Capacity	295.10	295.10	295.10	295.10	295.10	295.10	295.10	295.10	295.10	295.10	295.10	295.10	295.10					
Monthly % Utilization of Total Capacity	39%	40%	33%	41%	31%	23%	22%	27%	28%	28%	35%	38%		32%				
Maximum Substation Load																		

Calculations by David Mast